

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

Name Sean Chilton

**Title** VP Collaborative Practice, Nursing & Health Professions

**Location** Edmonton

Expenses submitted during the month of September 2017

							Travel (1)							
MMM-YY	Source Document	Purpose	۸ie	fare	D.	leals	Accommodatio	'n	Other Travel		otal avel	Professional Development	Working Sessions Hosting and Hospitality	Other
IVIIVIIVI- T T	Document	Pui pose	All	are	IV	leais	Accommodatio	ווע	Havei	- 110	avei	(2)	(3)	(4)
Sep-17 Sep-17	P-Card Expense Claim	Meetings Meetings				109			138 377		138 486	165		
Sep-17	Direct Billing	Meetings		824							824			
Total	2 cot 2g	eeuge	\$	824	\$	109	\$	- :	\$ 515	\$	1,448	\$ 165	\$ -	\$ -

Total for

**the Month** \$ 1,613

Maximum daily single meal expense claimed in the month \$ 24 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 P-Card**

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
CHILTON, SEAN A	VP Collaborative Practice, Nursing & Health Professions	Edmonton	\$ 303.40									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
8/21/2017	Spotlight on Research Brea Seminar	kfast and	ВС	Conference Fees	\$ 165.00			Spotlight on Research registration fee for Nov. 22	1			
8/28/2017	Allocation Processes meeti	ng at RDRH	AB - Other Zones	Parking - Lot or Parkade	\$ 8.50			Allocation Processes meeting at RDRH	1			
9/6/2017	Airport parking for trip to \	YC	AB - Local	Parking - Lot or Parkade	\$ 15.00			Provincial Staffing Services Steering Committee Workshop in Calgary	1			
9/6/2017	Returning from Prov. Staffi meeting at Southport	ng Svs	AB - Other Zones	Taxi	\$ 55.20	Southport Tower	YYC Airport	Returning from Prov. Staffing Svs meeting at Southport	1			
9/6/2017	Prov. Staffing Svs meeting in Calgary	at Southport	AB - Other Zones	Taxi	\$ 59.70	YYC Airport	Southport Tower	Prov. Staffing Svs meeting at Southport in Calgary	1			
Approver(s) for	the claim	Approval Sta		Approval Date				<u> </u>				,1

YIU, VERNA

Approve

27-Sep-17

From:

Sean Chilton

Sent:

Monday, August 21, 2017 1:12 PM

To:

Carlain and

Subject:

Fwd: Receipt - 2017 Spotlight on Research Breakfast

Sent from my iPhone

Begin forwarded message:

From

Date: August 21, 2017 at 12:48:01 PM MDT

To: Sean Chilton

Subject: Receipt - 2017 Spotlight on Research Breakfast

Reply-To: Adrienne Richard

INTERNET CREDIT CARD RECEIPT

Event

Registration:

2017 Spotlight on Research Breakfast

The Spotlight on Research Breakfast is an annual event, hosted by the Rehabilitation Hospital, that showcases research and innovation in

rehabilitation medicine.

Order Date:

8/21/2017

Order

Number:

Bank Auth

Code:

Order Total: \$165.00

Name on Card:

Sean Chilton

Email

Address:

### **MERCHANT INFORMATION**

Your credit card statement will show this transaction as "eply.com/cc 1-800-507-3759"

Merchant

Name:

ePly Services Inc.

Address:

224 - 145 East 15th Street North Vancouver BC V7L 2P7

Phone:

780-735-6203

Email:

700 755 (

RECEIPT Red Deer Regional Hospital 09:52 AM AUG 29, 2017 marion Date/Time Purchase Date/Time: 09:52am Aug 28, 2017 Total Due: \$8.50 Rate: VALU-RATE 24HR/\$8.50 Total Paid: \$8.50 Ticket # Card Ticket # S/N## Setting: Hecl Deer Mach Name: CE-RDRH-014 **MasterCard** Auth #: DO NOT PLACE ON DASH

ASSOCIATED CAB ALLIED LIMOUSIN 307-41 AVENUE NE CALGARY AB T2E 2N4 (403) 299-1111 CAR#305

### SALE



AMOUNT TIP TOTAL \$51.70 \$8.00 \$59.70

00 - APPROVED - no-



THANK LOU

CUSTOMER COPY

### GST# R128599776

**Edmonton Airports** 

Can-T5J 2T2 Edmonton Tax Code CA5%

Exit Lane 06/09/17 19:44 Receipt

Short-term parking tkt VP - No. 065647 06/09/17 05:25 06/09/17 19:44 Period 1d0h0' (Tax) \$15.00

Total

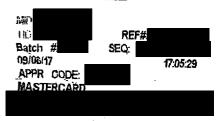
Payment Received \$15.00

Merch:
Auth
Type: Swiped

\$15.00

Sub Total \$14.29 Tax 5% \$0.71 ASSOCIATED CAB 307-41 AVENUE NE CALGARY AS T2E 2N4 (403) 299-1111 CAR#1018

### CALE



AMOUNT TIP TOTAL

\$48.00 \$7.20 \$55.20

00 - APPROVED - 001



Thank You

CUSTOMER COPY

# **AHS Public Disclosure Expense Claims**

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
CHILTON, SEAN A	VP Collaborative Practice, Nursing & Health Professions	Edmonton	\$ 485.74									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification		# of Attendees	Attendee Name(s)	Trip Distance
8/28/2017	Allocation Processes r Deer	neeting in Red	AB - Other Zones	Meals Per Dier	n \$ 13.00			Allocation Processes meeting in Red Deer Lunch \$13.00	1			
8/28/2017	Allocation Processes r	neeting		Mileage-Other	\$ 157.56	SSP Edmonton	RDRH Red Deer	Allocation Processes meeting in Red Deer	1			312
9/6/2017	Prov Staffing Svs mee	ting in YYC	AB - Other Zones	Meals Per Dier	n \$ 34.50			Flight left at 6:00 AM, so breakfast is appropriate. Lunch was provided. Flight home didn't land until 7:30 so dinner is appropriate. Bfast \$10.50 Dinner \$24.00	1			
9/7/2017	Integrated Care Suite	meeting		Mileage-Other	\$ 149.48	SSP - Edmonton	Johnston Crossing - Red Deer	Integrated Care Suite meeting	1			296
9/11/2017	AB Clinician Profession Council	nal Practice		Mileage-Local- Home Zone	\$ 28.28	SSP - Edmonton	Executive Royal Hotel - Leduc	AB Clinician Professional Practice Council	1			56
9/14/2017	Spiritual Health Strate Day	gic Planning		Mileage-Local- Home Zone	\$ 11.62	SSP - Edmonton		Spiritual Health Strategic Planning Day	1			23
9/18/2017	Trip to YYC for Benefit Workshop	s Realization		Mileage-Local- Home Zone	\$ 30.30	SSP - Edmonton	YEG Airport	Travel to and from airport for trip to YYC	1			60
9/18/2017	Benefits Realization W Calgary	orkshop in	AB - Other Zones	Meals Per Dier	n \$ 24.00			Dinner \$24.00	1			
9/19/2017	Benefits Realization W Calgary	orkshop in	AB - Other Zones	Meals Per Dier	n \$ 37.00			Lunch \$13.00 Dinner \$24.00	1			
Approver(s) for	the claim	Approval Sta	tus	Approval Date	•							

YIU, VERNA

Approve

27-Sep-17



### **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	er you have expenses to report in	his section	for this reporting period:	•	YES
Name :	Sean Chilton		Reporting Period for the	Month of :	Sep-17

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid			
25-Aug-2017	Direct Billing	Airline Ticket	West Jet from Edmonton to Calgary Sept. 6 for Provincial Staffing Services meeting	Marlin Travel	145.51			
25-Aug-2017	Direct Billing	Airline Ticket	Air Canada from Calgary to Edmonton Sept. 6 after Provincial Staffing Services meeting	Marlin Travel	154.88			
11-Sep-2017	Direct Billing	Airline Ticket	West Jet flights Edmonton to Calgary Sept. 18 and Calgary to Edmonton Sept. 19 for Benefits Realization Workshop at Rockyview General Hospital	Marlin Travel	356.52			
18-Sep-2017	Direct Billing	Airline Ticket	West Jet change fee \$100 plus difference in fare \$67.28 for flights between Edmonton and Calgary on Sept. 18 and 19 2017 for a Benefits Realization Workshop at Rockyview General Hospital	Marlin Travel	167.28			
Total Paid in the Month								



### Invoice

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

Trip #: Booking Date: 25 Aug 17 Client: Agent:

File Locator:

PASSENGERS: MR SEAN CHILTON

REFERENCE/ DESCRIF	PTION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket #				96.03	0.00	\$0.00	49.48	0.00	145.51 CAD
AIR CANADA Ticket #	#			117.40	0.00	\$0.00	37.48	0.00	154.88 CAD
			Total:	213.43	0.00	0.00	86.96	0.00	300.39 CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form of	f Payment			Amount
		08/25/2017							145.51 CAD
		08/25/2017							154.88 CAD
							Total Pa	ayment:	300.39 CAD

**Balance Due CAD Currency** 0.00 CAD

0.00 \$0.00 Total GST Total HST

CORPORATE UNIT 101 REASON FOR TRAVEL PROVINCIAL STAFFING SERVICES

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL

STATES CALL ... 1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT... 303 801 2147 PLEASE QUOTE ACCESS 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 -----------WESTJET AIRLINE RULES------TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. ----------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. ------

\*\*DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR

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



### **MY ITINERARY**

Passengers Citizenship Required Travel Documents

SEAN CHILTON Not Specified Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



**AIR** 

Passengers: SEAN CHILTON Booking Date: 08/25/2017

File Locator/Ticket #:

From: Departing on: To: CALGARY INTL Returning on:



AIR

Passengers: SEAN CHILTON Booking Date: 08/25/2017

File Locator/Ticket #:

 Airline
 Flight
 From
 Terminal
 To
 Class
 Seat
 Stops

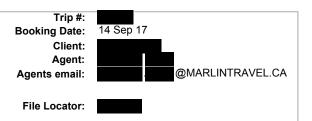
 WESTJET
 00238
 EDMONTON INTL
 CALGARY INTL
 P

WESTJET 00238 EDMONTON INTL CALGARY INTL 09/06/2017 6:30AM 09/06/2017 7:20AM



### Invoice

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



PASSENGERS: MR SEAN CHILTON

REFERENCE/ DESCRIPT	<b>FION</b>			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL	_
WESTJET Ticket #				257.56	0.00	\$0.00	98.96	0.00	356.52	CAD
			Total:	257.56	0.00	0.00	98.96	0.00	356.52	CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form o	of Payment			Amount	
		09/11/2017							356.52	CAD
							Total Pa	ayment:	356.52	CAD
					В	alance Du	e CAD Cui	rency	0.00	CAE
				Total GS	ST	0.00	Tota	al HST	\$0.00	ı

CORPORATE UNIT 101
REASON FOR TRAVEL BENEFITS WORKSHOP

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL

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



### **MY ITINERARY**

Passengers Citizenship Required Travel Documents

SEAN CHILTON Not Specified Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



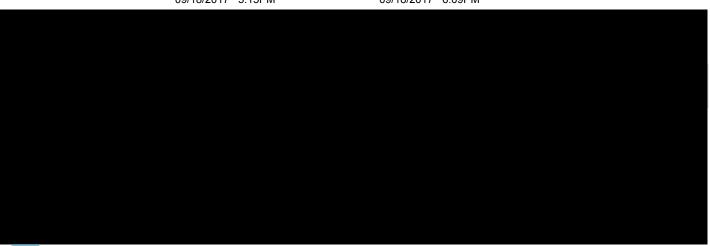
AIR

Passengers: SEAN CHILTON Booking Date: 09/11/2017

File Locator/Ticket #:

Airline Flight From Terminal To Class Seat Stops

WESTJET 03142 EDMONTON INTL CALGARY INTL 09/18/2017 5:15PM 09/18/2017 6:09PM





AIR

Passengers: SEAN CHILTON Booking Date: 09/11/2017

File Locator/Ticket #:

Airline Flight From Terminal To Class Seat Stops

WESTJET 03145 CALGARY INTL EDMONTON INTL L

09/19/2017 5:00PM 09/19/2017 5:52PM



### Invoice

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



PASSENGERS: MR SEAN CHILTON

REFERENCE/ DESCRIPT	<b>FION</b>			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket #				67.28	0.00	\$0.00	0.00	100.00	167.28 CAD
			Total:	67.28	0.00	0.00	0.00	100.00	167.28 CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form of	f Payment			Amount
		09/18/2017							167.28 CAD
							Total Pa	ayment:	167.28 CAD
						-1 B			0.00 045

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

### **CORPORATE UNIT 101**

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



### **MY ITINERARY**

Passengers Citizenship Required Travel Documents

SEAN CHILTON Not Specified Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



**AIR** 

Passengers:	SEAN CHILTON				ooking Date: ile Locator/Ticket #:	09/18/	2017
Airline	Flight	From	Terminal	То	Class	Seat	Stops
WESTJET	03142	EDMONTON INTL 09/18/2017 5:15PM		CALGARY INTL 09/18/2017 6:09PM	L		
WESTJET	03291	CALGARY INTL 09/19/2017 7:00PM		EDMONTON INTL 09/19/2017 7:52PM	V		