

AHS Board and Executive Expense Report

Name Sean Chilton
Title VP Health Professions & Practice
Location Edmonton

Expenses submitted during the month of September 2019

Travel (1)										
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Sep-19	P-Card	Meetings			2,417	760	3,177			
Sep-19	Expense Claim	Meetings		155		55	210			
Sep-19	Direct Billing	Meetings	242				242			
Total			\$ 242	\$ 155	\$ 2,417	\$ 815	\$ 3,629	\$ -	\$ -	\$ -

Total for the Month \$ 3,629

Maximum daily single meal expense claimed in the month \$ 31
 Maximum daily base hotel rate claimed in the month \$ 503
 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 Health Professions & Practice	Edmonton	\$ 3,177.04									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
8/25/2019	International Travel - Rental car for the EPIC UGM in Madison - Aug 24 - 29	International	Car Rental	\$ 696.77			Receipt is for \$507.89 USD to total \$696.77 CDN with the exchange rate.	5				
8/25/2019	International Travel - Accommodations to attend the EPIC UGM in Madison UGM from Aug 25 to 28, 2019	International	Accommodations	\$ 2,417.02			Valet parking was the only parking available in that area Receipt is for \$1771.52 USD to total \$2417.02 CDN with the exchange rate The entire town of Madison fills up for the week of the Epic UGM – the connect care logistics team set up several room blocks throughout the city’s hotels to get the best rates – it’s not unusual for the town to be sold out. It is similar to Calgary during stampede week.	4				
9/2/2019	International Travel - Taxi returning from the EPIC UGM in Madison, WI Aug 24 - 29	AB - Local	Taxi	\$ 63.25	YEG	SSP	See attestation for missing receipt	1				
Approver(s) for the claim		Approval Status	Approval Date									
YIU, VERNA		Approve	28-Oct-19									
SHERMANOV, JANE		Approve	24-Oct-19									

AGREEMENT NUMBER [REDACTED]
Renter Name : CHILTON, SEAN
Renter Status : FASTBREAK
Lic Number : [REDACTED]
Corp Disc : CALGARY HEALTH REGION
Type of Payment : MASTER [REDACTED]

RESERVATION NUMBER [REDACTED]
Budget Car # : 14455965
Plate Number [REDACTED]
Veh Description : WHI TOYOTA SIENNA
Odometer Out : 4272 miles
Fuel Gauge Reading: Full

Date/Time : AUG 25, 2019@11:48 PM
Location : 4000 INTERNATIONAL LANE
MADISON, WI, 53704, US

Return Date/Time : AUG 29, 2019@04:00 PM
Return Location : 4000 INTERNATIONAL LANE
MADISON, WI, 53704, US

Additional Fees May Apply If Changes Are Made To Your Return Date, Time And/Or Location.

ESTIMATED VEHICLE CHARGES

Day Max: DAY
RENTAL CHART
51.76
89.00 4DY@ 89.00= 356.00
534.00
2136.00
UNLIMITED
Estimated Time & Mileage 356.00
3 RECOVERY SURCH 6.50/ + 6.50
LICENSE RECOUP 1.00/DY + 4.00
Recovery Fee 1.00/DY + 4.00
Concession Recovery Fee + 46.41
Estimated Subtotal Charges : 416.91
Tax 5.500% + 22.93
SERVICE + 20.85
Service Option + 47.20
ESTIMATED TOTAL CHARGES: X AGREED : 507.89
NSIN RENTAL CAR FEE

YOUR OPTIONAL PRODUCTS/SERVICES

Loss Damage Waiver 29.99/Day Declined
Personal Accident and Effects 6.95/Day Declined
Emergency Sickness Plan Unavailable
Supplemental Liability Insurance 13.95/Day Declined

By my approval I accept or decline optional services/products as shown above. X AGREED _____

GSO/FUEL 2.36/Gal
Gas Service Option 47.20 Accepted X AGREED _____

If you drive, 000-074 miles a 15.99 flat rate fee would apply

X AGREED _____

I understand that important information on cashless toll roads and e-Toll services can be found at budget.com/etoll.

X AGREED _____

\$507.89 USD = \$696.77 CDN

BUDGET SYSTEM LICENSEE ---NOTICES---BUDGET SYSTEM LICENSEE---NOTICES---

Vehicle to be billed in CAD and my choice is final.
Vehicle returned excessively dirty, with stained interiors or smelling of smoke will result in additional charges up to \$250.00. Additionally, due to poor weather conditions, excessive soilage, or lighting, you may be held responsible for damage until final inspection is completed. X AGREED _____





I acknowledge having received all notices including the notice regarding damage waiver and my responsibility contained in the rental jacket. The Loss Damage Waiver is optional. An added daily cost of 29.99 covers your responsibility for damage to the car. Check with your insurer as this may be duplicative of your own car insurance. I agree the charges listed above are correct and that I have reviewed & agreed to all notices & terms here and in the rental jacket. No additional drivers allowed without prior written consent. Tickets, fines and administrative fees to be charged to this rental. XX _____


If you have questions regarding this rental, call us at 608-249-5544. This vehicle was rented to you by DUSTIN.



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08-29-19

Sean Chilton 	Folio No. :		Room No. :	
	A/R Number :		Arrival :	08-25-19
	Group Code :	EPI	Departure :	08-29-19
	Company :	Alberta Health Services	Conf. No. :	
	Membership No. :		Rate Code :	
	Invoice No. :		Page No. :	1 of 2

Date	Description	Charges	Credits
08-25-19	*Accommodation	369.00	
08-25-19	City Occupancy Tax 10%	36.90	
08-25-19	State Tax 5.5%	20.30	
08-25-19	Pace Utility Tax 3.3%	12.18	
08-26-19	*Accommodation	369.00	
08-26-19	City Occupancy Tax 10%	36.90	
08-26-19	State Tax 5.5%	20.30	
08-26-19	Pace Utility Tax 3.3%	12.18	
08-27-19	Valet Overnight Parking Post It No.36278 Only valet parking was available in that area	18.00	
08-27-19	*Accommodation	369.00	
08-27-19	City Occupancy Tax 10%	36.90	
08-27-19	State Tax 5.5%	20.30	
08-27-19	Pace Utility Tax 3.3%	12.18	
08-28-19	*Accommodation	369.00	
08-28-19	City Occupancy Tax 10%	36.90	
08-28-19	State Tax 5.5%	20.30	
08-28-19	Pace Utility Tax 3.3%	12.18	
08-29-19	MasterCard 		\$ 1,771.52 USD

=
\$ 2417.02 CON

Hotel Indigo Madison Downtown
 901 E Washington Ave
 Madison, WI 53703
 Telephone: (608) 256-0061 Fax: (608) 256-0062

Attestation for Lost Receipts

Sep 3, 2019

On my P-card report for September 2, 2019, I have 1 charge for which I am missing the receipt
The expense has not been claimed previously, and the charge was incurred in relation to AHS business.

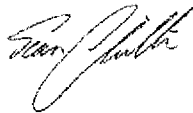
Missing Receipt

02SEP2019 Greater Edmonton Taxi - \$63.25

Returning home to Edmonton after attending the Connect Care/EPIC UGM in Madison, WI USA.

The receipt is from a machine and is not available for reprinting.

Signed,



Sean Chilton, Vice President Health Professions Strategy & Practice



AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
CHILTON, SEAN A	VP Health Professions & Practice	Edmonton	\$ 209.84

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
8/25/2019	Uber to YEG for International Travel to attend the EPIC UGM in Madison, WI - Aug 25 - 29	AB - Local	Taxi-Service Recipient	\$ 54.84	SSP	YEG	Travel Approval Attached	1			
8/25/2019	Dinner per Diem x 5 - International Travel for the EPIC UGM in Madison, WI - Aug 25 - 29	International	Meals Per Diem	\$ 155.00			Travel Approval Attached	5			

Approver(s) for the claim	Approval Status	Approval Date
YIU, VERNA	Approve	28-Oct-19
SHERMANOV, JANE	Approve	24-Oct-19

Personal Charge

From: [REDACTED]
Sent: Sunday, August 25, 2019 1:14 PM
To: [REDACTED]
Subject: fwd: Thanks for tipping! We've updated your Sunday afternoon trip receipt

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.

Sent from my iPhone

Begin forwarded message:

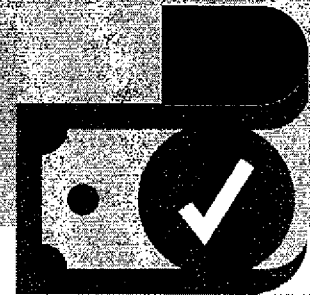
From: Uber Receipts <uber.canada@uber.com>
Date: August 25, 2019 at 1:13:57 PM MDT
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Sunday afternoon trip receipt

Uber

Total: CA\$54.84
Sun, Aug 25, 2019

Thanks for tipping, Sean

Here's your updated Sunday
afternoon ride receipt.



Total

CA\$54.84

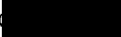
Trip fare

CA\$47.36

Subtotal	CA\$47.36
Wait Time 	CA\$0.36
Tip	CA\$7.10

Amount Charged

 Apple Pay Switch	CA\$47.74
 Apple Pay Switch	CA\$7.10

A temporary hold of CA\$47.36 was placed on your payment method  at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Your fare includes a booking fee of \$1, plus \$0.15 per 0.5km, up to maximum \$4.75. The booking fee will be \$3.00 when the actual trip time and distance differ significantly from expected, or destination or stops change. Fares include GST.

[Visit the trip page](#) for more information, including invoices (where available)

You rode with Ibrahim



4.8 ★ Rating

Ibrahim is known for:
Excellent Service

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

Name :	Reporting Period for the Month of :
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
2019AUG09	Direct Billing	Airline Ticket	2019 Connect Care/EPIC UGM - Edm to Madison, WI DEPARTURE CHANGE -Sep 2, 2019	Vision Travel	242.20
Total Paid in the Month					



Vision Travel DT Ontario-West Inc
9929 - 108 St.
Edmonton, AB
T5K 1G8
(780) 425-8611 1-866-425-8611

www.visiontravel.ca

GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 09 August 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): CHILTON/SEAN MR

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

Possible Airport Screening Delays:

Recent changes from the U.S. Department of Homeland Security will require additional screening measures for customers on international flights bound for the U.S. These screening measures pertain to any itinerary where a passport is required to enter the U.S. Customers entering the U.S. from an international airport are encouraged to arrive to the airport at least three (3) hours prior to departure to allow for this security measure. <https://www.dhs.gov/aviation-security>

Air Passenger Protection Regulations:

DL : <https://www.delta.com/us/en/legal/notices/canada-passenger-rights>

AIR - Sunday, August 25 2019

[Add To Calendar](#)

Delta Air Lines Flight DL4772 Economy Class - Seat 13B (Non smoking) Confirmed

Depart	Edmonton, Alberta Weather Edmonton International Airport 02:45 PM Sunday, August 25 2019	Arrive	Minneapolis, Minnesota Weather St Paul Intl 06:31 PM Sunday, August 25 2019
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Duration: 2 hour(s) and 46 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Booking Reference: [REDACTED]
Operated By: SKYWEST DBA DELTA CONNECTION
Online Check In: Available 24 hours prior - [click here](#)

AIR - Sunday, August 25 2019

[Add To Calendar](#)

Delta Air Lines Flight DL783 Economy Class - Seat 39C (Non smoking) Confirmed

Depart Minneapolis, Minnesota [Weather](#) **Arrive** Madison, Wisconsin [Weather](#)
St Paul Intl Dane County Regional
10:46 PM Sunday, August 25 2019 11:44 PM Sunday, August 25 2019

Duration: 0 hour(s) and 58 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Booking Reference: [REDACTED]

AIR - Monday, September 2 2019

[Add To Calendar](#)

Delta Air Lines Flight DL3476 Economy Class - Seat 10D (Non smoking) Confirmed

Depart Madison, Wisconsin [Weather](#) **Arrive** Minneapolis, Minnesota [Weather](#)
Dane County Regional St Paul Intl
11:55 AM Monday, September 2 2019 01:08 PM Monday, September 2 2019

Duration: 1 hour(s) and 13 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Booking Reference: [REDACTED]
Operated By: ENDEAVOR AIR DBA DELTA CONNECTION

Remarks: WINDOW SEAT WAS THE ONLY SEAT AVAILABLE
PLEASE CONFIRM YOUR PREFERRED AT TIME OF ONLINE CHECK IN

AIR - Monday, September 2 2019

[Add To Calendar](#)

Delta Air Lines Flight DL2219 Economy Class - Seat 20C (Non smoking) Confirmed

Depart Minneapolis, Minnesota [Weather](#) **Arrive** Edmonton, Alberta [Weather](#)
St Paul Intl Edmonton International Airport
05:45 PM Monday, September 2 2019 07:46 PM Monday, September 2 2019

Duration: 3 hour(s) and 1 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Booking Reference: [REDACTED]
Online Check In: Available 24 hours prior - [click here](#)

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Change Fee:		200.00		0.00	0.00	200
Additional Collection:		42.00	0.20	0.00	0.00	42.20
	Totals:	242.00	0.20	0.00	0.00	242.20
					Balance Due:	0.00