

AHS Board and Executive Expense Report

Name: Dr Sharron Spicer
Title: Associate Chief Medical Officer, Physician Wellness, Diversity and Development
Location: Calgary
 Expenses approved during the month of August 2023

			Travel (1)					Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel			
Aug-23	P-Card Expense Claim	Meetings				176	176		847	
	Direct Bill	Meetings					-			
Total			\$ -	\$ -	\$ -	\$ 176	\$ 176	\$ -	\$ 847	\$ -

Total for the Month \$ 1,023

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.

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

AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense								
SPICER, SHARRON	Associate Chief Medical Officer, Physician Wellness, Diversity and Development	Calgary	\$ 1,023.15								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
5/11/2023	May 11, 2023 Taxi from Uof A Hospital to Airport to return to Calgary participate on in person interview panel for Clinical Ethicist	AB - Other Zones	Taxi	\$ 74.18	U of A Hospital	Edmonton Airport		1			
5/11/2023	Calgary Airport parking May 11 for flying(return) to Edmonton to participate in person interview panel for Clinical Ethicist	AB - Local	Parking - Lot or Parkade	\$ 30.45				1			
5/11/2023	May 11, 2023 Taxi from Edmonton Airport to Uof A Hospital to participate on in person interview panel for Clinical Ethicist	AB - Other Zones	Taxi	\$ 71.30	Edmonton Airport	U of A Hospital		1			
5/31/2023	May 30, 23 lunch for planning retreat at Genesis Centre- first Physician Experience mtg in person since team expanded 2022	AB - Local	Working Session	\$ 484.22				1	26	list of names attached with receipts	
5/31/2023	May 30, 23 room rental at Genesis Centre- first Physician Experience mtg in person since team expanded 2022	AB - Local	Working Session	\$ 363.00				1	26	list of names attached with receipts	
Approver(s) for the claim	Approval Status	Approval Date									
BELANGER, FRANCOIS	Approve	31-Jul-23									

Calgary Airport
Tel. 403-735-1500
TAX RECEIPT
GST No: R122556194
EXIT No.

IN: 05/11/23 07:06
OUT: 05/11/23 22:10
DUR: 0 15: 04
PAID: \$ 30.45
(GST INCLUDED)

May 11
2023 22:10

TRANSACTION
RECORD
CREDIT

Card Number :

Card Type :
MASTERCARD
Trans. Type :
PURCHASE
Card Entry :
TAP CHIP
Auth # :
Sequence # :
Ref. # :
Merchant ID :
Terminal # :

Amount \$CAD 30.45
PAYMENT_NETWORK:
MASTERCARD

----- TRANSACTION RECORD -----
AIRPORT TAXI SERVICE
4608 101 ST NW
EDMONTON AB

Download our convenient app.

Purchase

May 11,2023 11:03:55
MASTERCARD *****
Entry: Chip (C)
Ref#
Auth# Response:
01-027
Order:
Username:
Amount \$ 62.00
Tip \$ 9.30
Total \$ 71.30

Approved

For GST# see \"Username\" above

Important:Retain this copy for your
record

----- TRANSACTION RECORD -----
CO-OP TAXI LINE
10538 114 ST NW
EDMONTON AB

Purchase

May 11,2023 16:42:39
MASTERCARD *****
TID: 14019000 Entry: Chip (C)
Sequence: 001 836
Auth# Response: 01-027
Batch: 001 Clerk
Amount \$ 64.60
Tip \$ 9.68

Total \$ 74.18

Approved
VERIFIED BY PIN

Merchant copy

Working Session Pre-Approval Request

In accordance with the Travel, Hospitality & Working Session Expenses Policy #1122 this form must be pre-approved for working sessions estimated to cost \$500.00 or more, in accordance with the Delegation of Authority for Financial Commitments "Financial Authorization" Matrix.

Select healthy food and drink choices for working sessions to align with the Healthy Eating Environment policy (#1138). Refer to Eat Smart Meet Smart for planning.

Details of Working Session Request		
Describe the purpose of the working session		
Opportunity for Physician Experience team to come together for first time since formation of the team. Objective of the day for 2023-24 planning to align the team goals with organizational and portolio priorities		
Name of Event		Date of Request (dd-mmm-yyyy)
Physician Experience Team retreat		1-May-2023
Event Lead (Name, Position, Department)		
Dr. Sharron Spicer, Associate Chief Medical Officer, Physician Experience, Provincial Medical Affairs		
Location of Venue	Event Date(s)	Number of Attendees
Genesis Centre	30-May-23	30
Guest Speaker(s) /Facilitators	Title/Role	Organization
using internal resources		
Proposed Budget		
Venue cost		\$313.00
Meals		\$450.00
Non- Alcoholic Beverages		\$125.00
Other	projector, screen	\$50.00
GST (if applicable)		\$50.00
Total Planned Event Budget		\$988.00
Finance Code / Accounting Distribution		
Balancing Unit Eg. 101	Location Eg. 9000	Functional Centre Eg. 00000000000
101	0000	71110106058
Authorization		
Name	Position/Title	DOA Level
Dr. Francois Belanger	VP & CMO	2
Signature		Date (dd-mmm-yyyy)
		02MAY2023



Physician Experience Team Retreat May 30, 2023

0930-1015	Introductions Land Acknowledgement Team Structure and Org Chart
1015-1215	Team Adventure – <i>Marooned</i>
1215-1300	Lunch (provided)
1300-1410	Our Work Summary of 2022 Retreat Annual Report DWD Stream Priorities I&C Priorities
1410 – 1425	Break
1425-1530	Liberating Structures Wrap-Up

Physician Experience team

First	Last	Attending	Table
Dr. Sharron	Spicer	Y	5
Rosalie	Krause	Y	3
Sapna	Chawla	Y	1
Linette	McNamara	Y	5
Andrea	Kiernan	Y	4
Dr. Sara	Hall	Y	4
Jodi	Ploquin	Y	2
Karen	Hayes	Y	1
Sarah	Allen	Y	5
Shalyn	Prasad	Y	3
Dr. Serena	Siow	N	
Dr. Florence	Obianyor	Y	2
Dr. Charlie	Chen	Y	1
Ashley	Farrelly	Y	1
Nana	Gyennin	Y	4
Tracey	Receveur	Y	4
Holly	Ljuden	Y	3
Heidi	Reid	N	
Amanda	McMahon	Y	4
Dr. Chip	Doig	Y	3
Bonny	Nelson	Y	5
Cheryl	Meriot	Y	4
Jennifer	Liber	N	
Karmin	Hovde	Y	2
Kim	Luciuk	N	
Kristy	Ivans	Y	3
Molly	McCully	N	
Mia	Neudorf	N	
Sandra	Plupek	N	
Erin	Pajunen	Y	5
Danielle	Kesterke	Y	2
Jamie	Cramer	Y	1
Xina	Chrapko	N	



Sales Invoice

BN 81390 0941 RR00001

Genesis Centre

#10, 7555 Falconridge Blvd. NE
 Calgary AB T3J0C9
 Canada



Account ID: [Redacted]

Invoice #: [Redacted]

Invoice Date: 2023-05-02

Booking #: [Redacted]

Reference: AHS Meeting

Date	Times	Venue/Location	Units	Qty (Hr/Ea)	Rate	Total (Incl Tax)
		Food and Beverage Surcharge		1.00	\$25.00	\$25.00
						\$25.00
May 2023						
Tue 30 May	08:30:AM to 04:30:PM	Multi Purpose Rooms: Feature MPR		8.00	\$36.00	\$288.00
Tue 30 May	08:30:AM to 04:30:PM	Chair -3rd Party	32	1.00	\$0.00	\$0.00
Tue 30 May	08:30:AM to 04:30:PM	Projector & Screen	1	1.00	\$50.00	\$50.00
Tue 30 May	08:30:AM to 04:30:PM	Rectangular Tables (8) - Internal	2	1.00	\$0.00	\$0.00
Tue 30 May	08:30:AM to 04:30:PM	Round Table (5) - Internal	4	1.00	\$0.00	\$0.00
		Subtotal for: May 2023	8.00 Hrs			\$338.00

Sub Total **\$363.00**

Payment Schedule

TOTAL Invoice Qty (Hrs) **8.00** **\$363.00**

Includes Tax of

	Paid To Date	\$363.00
2023-05-08	MASTERCARD	\$363.00
	Balance Outstanding	\$0.00

I made the arrangements with the Genesis Centre, the charges noted above were personally paid by Dr. Sharron Spicer via her personal Mastercard. I will not submit for reimbursement...

From: [REDACTED]
To: [REDACTED]
Subject: FW: Sunterra Receipt
Date: Wednesday, May 31, 2023 9:35:34 AM



You don't often get email from [REDACTED]
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

You are receiving this email communication from [Sunterra Market](#)



Sunterra Receipt

Dear Customer ,
Your payment [REDACTED] has been completed.

Sunterra Quality Food Markets Inc.
GST#: R892593856

Payment Details

Payment Status:	Paid/Reconciled
Submitted Date:	5/25/2023 2:53:42 PM
Delivery Date:	5/30/2023
Payment ID:	[REDACTED]
Payment Method:	Credit Card
Credit Card Info:	[REDACTED]
Credit Card Payment Total:	\$484.22
Payment Date:	5/29/2023 3:27:21 PM
Authorization #:	[REDACTED]
Sunterra Invoice Numbers:	[REDACTED]

Customer Information

Email:



Thank you for your order! Your payment has been processed.

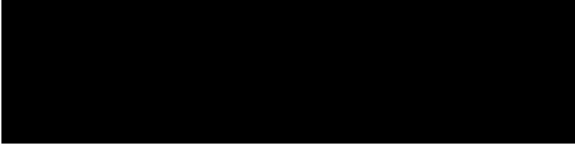
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Our mailing address is:

200, 1851 Sirocco Drive SW Calgary, AB T3H 4R5 Phone: 403-266-2820; Fax: 403-266-2557

BILL TO
ALBERTA HEALTH SERVICES
Spicer, Sharron



INVOICE

Tuesday, May 30, 2023
[KM - Keynote Market]

Shipping Address: **7555 Falconridge Blvd NE The Genesis Centre**

Delivery Time: **11:45 am**

Food/Service Items	Qty	Price	Total
Gourmet Entree Salad: Cajun Chicken and Avocado**PLS LABEL**INDIVIDUALLY PACKAGED**	5	11.99	59.95
Gourmet Entree Salad: Chicken Pad Thai**INCLUDE 1 WITH NO KALE**PLS LABEL**INDIVIDUALLY PACKAGED**	6	11.99	71.94
Gourmet Entree Salad: Chipotle Chicken and Tortilla**INCLUDE 1 WITH NO QUINOA**PLS LABEL**INDIVIDUALLY PACKAGED**	5	11.99	59.95
Gourmet Entree Salad: Quinoa Apple on Greens**PLS LABEL**INDIVIDUALLY PACKAGED**	3	11.99	35.97
Gourmet Entree Salad: Salmon and Goat Cheese**PLS LABEL**INDIVIDUALLY PACKAGED**	5	11.99	59.95
Gourmet Entree Salad: Southwestern Flank Steak and Corn**PLS LABEL**INDIVIDUALLY PACKAGED**	3	11.99	35.97
Gourmet Entree Salad: Sunterra Greenhouse Strawberry Kale and Goat Cheese**PLS LABEL**INDIVIDUALLY PACKAGED**	3	11.99	35.97
Signature Cookie Tray- Assorted	29	2.29	66.41
Disposables Requested	29	0.45	13.05
Napkins	29		
Forks	29		
Knives	29		
Spoons	29		
Plates	29		
Serving Utensils**TONGS**	7		

Delivery Charge	22.00
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Subtotal	461.16	Service Charge	0.00
Tax	23.06		
Total Value	484.22		

Thank you for this opportunity to serve you.