

AHS Board and Executive Expense Report

Name Dr. Ted Braun
Title VP & Medical Director Central & Southern Alberta
Location Calgary
 Expenses approved during the month March of 2020

Travel (1)										
Posted MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
	P-Card	Meetings					-			
	Expense Claim	Meetings					-			
Mar-20	Direct Billing	Meetings	591				591			
Total			\$ 591	\$ -	\$ -	\$ -	\$ 591	\$ -	\$ -	\$ -

**Total for
the Month** \$ 591

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.

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.

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 :	Dr. Ted Braun	Reporting Period for the Month of :	Mar-20
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
2/19/2020	Direct Billing	Airline Ticket	Flight from Calgary to Edmonton, attendance at AH/AHS Joint meeting, ELT and BELT	Vision Travel	\$308.20
2/19/2020	Direct Billing	Airline Ticket	Flight from Edmonton to Calgary, return flight home following in-person meetings	Vision Travel	\$282.60
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in the Month					\$ 590.80



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: 14 January 2020

Agency Ref.: [REDACTED]
Sales Person: [REDACTED]

Customer Number: [REDACTED]
Customer Ref.: [REDACTED]

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Passenger(s): BRAUN/THEODORE DR

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

Air Passenger Protection Regulations:

As of July 15, 2019, airlines will be required to meet new obligations concerning communication, denied boarding, tarmac delay, baggage and the transportation of musical instruments. For more information visit : <https://rppa-appr.ca>

WS : www.westjet.com/canadian-passenger-rights

AC : <https://www.aircanada.com/ca/en/aco/home/legal/conditions-carriage-tariffs.html>

AIR - Tuesday, January 21 2020		Add To Calendar	
WestJet Flight WS3137 Premium Economy Class - Seat 02C (Non smoking) Confirmed			
Depart	Calgary, Alberta Calgary International Airport 08:15 PM Tuesday, January 21 2020	Arrive	Edmonton, Alberta Edmonton International Airport 09:13 PM Tuesday, January 21 2020
Duration:	0 hour(s) and 58 minute(s) Non-stop		
Status:	Confirmed - WestJet Booking Reference: [REDACTED]		
Operated By:	WESTJET ENCORE		
FF Number:	[REDACTED] BRAUN/THEODORE DR - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	2 Piece(s)		
Remarks:	PLEASE CHECK IN WITH WESTJET ENCORE		

HOTEL - Tuesday, January 21 2020[Add To Calendar](#)**The Westin Edmonton**

Address	10135 100th Street Edmonton, AB T5J 0N7	Tel	+1 (780) 426-3636
		Fax	+1 (780) 428-1454
Check In/Check Out:	Tuesday, January 21 2020 - Wednesday, January 22 2020		
Status:	Confirmed - Confirmation [REDACTED]		
Est. Total Rate:	CAD 189.73		
Number of Rooms:	1		
Cancellation Policy:	PERMITTED UP TO 01 DAYS BEFORE ARRIVAL		
Remarks:	WI21ARR21JAN CXL:PERMITTED UP TO 01 DAYS BEFORE ARRIVAL		

AIR - Wednesday, January 22 2020[Add To Calendar](#)**Air Canada Flight AC8157 Economy Class - Seat 05C (Non smoking, Aisle, Chargeable) Confirmed**

Depart	Edmonton, Alberta Edmonton International Airport 06:10 PM Wednesday, January 22 2020	Arrive	Calgary, Alberta Calgary International Airport 07:05 PM Wednesday, January 22 2020
Duration:	0 hour(s) and 55 minute(s) Non-stop		
Status:	Confirmed		
Operated By:	AIR CANADA EXPRESS - JAZZ		
FF Number:	[REDACTED] BRAUN/THEODORE DR - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	1 Piece(s)		

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Air Canada	[REDACTED]	256.40	37.12	14.68	0.00	308.20
					Billed to: CA [REDACTED]	
Invoice Number:	[REDACTED]					
WestJet	[REDACTED]	233.12	49.48	0.00	0.00	282.60
					Billed to: CA [REDACTED]	
Totals:		489.52	86.60	14.68	0.00	590.80
					Total Credit Card Billing:	590.80
					Balance Due:	0.00