

Official Administrator and Executive Expense Report

Name Dr. Evan Lundall Title ZMD, Central Zone

Location Red Deer

Expenses submitted during the month of February 2014

				Travel (1							
Source Date Document Purpose	Airfare		Meals	Accommoda	ion	Other Travel	Total Travel		ofessional relopment (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Feb-14 P-Card Meetings and Conferences Feb-14 Expense Claim Meetings and Conferences			56	1,:	.76	1,027	1,17 1,08				
Total	\$	- \$	56	\$ 1,:	.76	\$ 1,027	\$ 2,25	9 \$	-	\$ -	\$ -

Total for

the Month \$ 2,259

Maximum meal expense claimed in the month	\$ 24
Maximum daily hotel rate claimed in the month	\$ 189
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



P-Card details Online ® Cardholder Statement Report

	led recelpts and supporting documents in the s s signatures required where indicated below		
LUNDALL, EVAN	CENTRAL ZONE MEDICAL		
Cardholder's Name	Cardholder's Position/Title	Billing Reporting Period:	20/02/2014
MEDICAL AFFAIRS	AHS MICHENER BEND		
Cardholder's Dept	Cardholder's Sits/Location	Total Stalement Amount:	\$1,175.52
EVAN.LUNDALL@ALBERTAHE	ALTHSERVICES.CA		
Cardholder's e-mail address		Last 6 digits of the P-Card #	

Transaction Date	Trans ID	Merchant Name & Description	Trans Original	Currency	Trans Amount	GST	FreighDescription
20/01/2014	340832133	DELTA EDMONTON CENTRE, DELTA HOTELS	175.67	CAD	175.67	.00	Attended Zone Medical Directors/CMO Bylan Meeting (start time 0730)
05/02/2014	342267738	DELTA CALGARY AIRPORT, DELTA HOTELS	212.19	CAD	212.19	.00	Hotel roomm - Attended PPEC meeting
09/02/2014	342654003	DELTA LODGE AT KANANAS, DELTA HOTELS	588,14	CAD	588.14	.00.	.00Hotel - Attended "Cabin Fever" conference - Faculty of Medicine - U of C
10/02/2014	342938897	DELTA EDMONTON CENTRE, DELTA HOTELS	199.52	CAD	199 52	,òd	Hotel - Attended meetings next morning: CPSA, 10:30 - Clinical Assistants: 1230 - U of A - Dr Stovel



· Return, refund and/or credit receipts

P-Card details Online ® Cardholder Statement Report

			and the second state of th
3	Signatures		
	Cardholder Designate (If Applicable) By signing this statement I hereby certify that I have reviewed and reconciled this statem Program User Guide and Training. I have allocated the transact	nent in BMO Online to the best of my ability in stillon(s) to the proper cost centre.	accordance to AHS Corporate Policies.
	Name of Cardholder Designale	Cardholder Designate Position/Title	
	Signature of Cardholder Designate	Date of Signature	
	Cardholder By signing this statement I attest that I have read and understand the "Travel, Hospitality expenses being daimed are in compliance with such policy.		
	 I attest the expenses enclosed in this claim are for valid busine claimed by me or on my behalf from Alberta Health Services or charged is attached. I attest that expenses submitted in this claim have been incurre provided. 	r any other Organization. A personal cheque to ed by using a cost effective method, otherwis	for any personal expenses inadvertently
	LUNDALL, EVAN	CENTRAL ZONE MEDICAL Cardholder Position/Title 26 PSYS 7 0 1	4
	Signature of Cardholder	Date of Signature	
	Approver Designate (If Applicable) By signing this statement I attest that I have read and understand the "Travel, Hospitality expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid busine claimed by the claimant or on their behalf from Alberta Health S charged has been obtained. I attest that expenses submitted in this claim have been incurred provided.	ess purposes for Alberta Health Services and Services or any other Organization. A person	that this claim has not been previously all cheque for personal expenses inadvertently
	Name of Approver Designate	Approver Designate Position/Title	
	Signature of Approver Designate	Date of Signature	
	Approver By signing this statement I attest that I have read and understand the "Travel, Hospitality expenses being claimed are in compliance with such policy."	and Working Session Expense Policy (1122)" of Alberts Health Services and confirm
	 I attest the expenses enclosed in this claim are for valid busine claimed by the claimant or on their behalf from Alberta Health 5 charged has been obtained. I attest that expenses submitted in this claim have been incurre provided. 	Services or any other Organization. A person	at chedus for betachar expenses madvenerity
	Name of Approver	Approver Position/Title Telo 27/14	10
	Signature of Approver	Date of Signature	
	Submit approved statement with attachments to Accounts Payab	le;	
	Attach: Original (or scanned) itemized receipts with documented busines where required Signed Cardholder Statement Report (or copies of electronic sign		Address: Alberta Health Services Accounts Payable 7th Street Plaza
	And where applicable: Copies of pre-approvals for travel Personal cheque payable to "Alberta Health Services"		10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4

Page: 1 of 1



EDMONTON CENTRE

SUITE HOTEL

10222 - 102 Street, Edmonton, Alberta T5J 4C5 Tel: 780-429-3900 Fax: 780-426-0562



Room:

Folio:

Cashier: Arrival:

02-09-14

Departure:

02-10-14

Date	Description	Additional Information		Charges	Credits
02-09-14	IRD - Dinner	CHECK#		23.85	
02-09-14	Room charge	\$ 		144.00	
02-09-14	Room - GST			7.42	
02-09-14	Room - Tourism Levy			5.93	
02-09-14	Room - Destination Mkt. Fee			4.32	
02-09-14	Weekdays-Parking			14.00	
02-10-14	Mastercard	30年第3日本			199.52
			Total	199.52	199.52
GST Sum	SST Summary		Balance Due	0.00 CD	N

| Registration No: 899111215 |
Room	7.42
F&B	0.85
Other	0.67
Total	8.94

Attended the following meetings on leb 10: 0900- CPSA with Dr Gardner 10:30- Prov Clinical Assistants Steering Enrip (Video) 12:30- Dr Laura Stovel- Dept of Bych. - U.J. A.

Guest Signature:

DELTA CENTRE SUITE HOTEL 10222 - 102 STREET EDMONTON, ALBERTA T5J 4C5 feb 9, 2014

147 SARAH 518/1 CHK GST 1 FEB09'14 B:ZTPM 3.00 1 DELIVERY CHARGE 17.00 1 STEAK SANDWICH GREEN SALAD 20.00 Subtotal GST 0.85 Total Due .. \$20.85 DELTA CENTRE SUITE HOTEL GST #896780699 GRATUITY____ PRINT NAME ______ SIGNATURE _____

Page: 1 of 1



LODGE AT KANANASKIS

1 Centennial Drive, P.O. Box 249 Kananaskis, Alberta, T0L 2H0 Tel: 403-591-7711 Fax: 403-591-7770

U of C - Dept of Medicine Dr Evan Lundall

Canada

Room: Folio:

Cashier: Arrival:

02-06-14

Departure:

02-09-14

Reference:

Group: Cabin Fever 2014

Date	Description	Additional Information	Charges	Credits
02-06-14	Package Charge		173.00	
02-06-14	DMF - Destination Marketing Fee		4.65	
02-06-14	Provincial Tourism Levy		6.39	
02-06-14	Room GST		8.88	
02-07-14	Telephone - Long Distance	Room# 3224 : Dialed#	2.94	
02-07-14 Telephone - Long Distance		Room# 3224 : Dialed#	7.01 🛩	
02-07-14	Package Charge		173.00	
02-07-14	DMF - Destination Marketing Fee		4.65	
02-07-14	Provincial Tourism Levy		6.39	
02-07-14 Room GST			8.88	
02-08-14	Package Charge	241.00 Split into 68.00 (71.78%) and 173.00.	173.00	
02-08-14	DMF - Destination Marketing Fee		4.41	
02-08-14	Provincial Tourism Levy		6.07	
02-08-14	Room GST		8.87	
02-09-14	Mastercard			588.14
GST	Summary	Total	588.14	588.14
	stration No: 122372063	Balance Due	0.00 CDI	N
F&B	0.00	Significant production and the control of the contr		
Othe	r 0.47			
Tota	27.10			

Albertald "Cabini Ferer" - Faculty of Mediune. University of Calgary.

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CABIN FEVER 2014
FACULTY DEVELOPMENT
WORKSHOP

February 6-9, 2014

Thursday to Sunday

Delta Lodge at Kananaskis Village, Alberta



www.ucalgary.ca/ruralmedicine/CF2014

LIMITED TO 50 PARTICIPANTS
Registration Deadline: JAN 15, 2014



Message from the Associate Dean

Teaching in your practice, from student shadowing (Med330) through to residency, is an essential part of recruiting and retaining doctors in rural Alberta.

Cabin Fever has been helping rural preceptors develop and improve teaching skills for over 13 years. Despite funding changes this past year, we continue to deliver quality workshops spanning our own learning continuum from foundational skills to expanding teaching horizons. Feel free to sign up for any session that interests you.

While we work to develop skills that allow us to apply teaching strategies appropriate to the individual learner, possibly the most memorable aspect of Cabin Fever is the chance to network with other rural physicians and their families. We have presenters at this conference that were once learners in our communities.

How cool is that!

Familiar:

- Quality presentations
- Networking & Camaraderie
- Family Friendly
- Child care during banquet
- 3 sessions Friday, 3 Saturday + Sunday Plenary
- 9.5 MainPro-M1/MoComp Credits

New:

- Attendees are responsible for their accommodation
- One Banquet (Saturday)

Registration:

- Registrations are on a firstcome, first-serve basis, after that a waitlist will be created
- Delfa room block will be held until Jan 7, 2014.

"Most family friendly conference"

"Great schedule"

Funding for CF2014 was impacted by budget cuts in 2013. We are grateful for the support of CF14 by:





Workshop Descriptions (sorted by Title)

Title	Description	Presenter(s)
Achieving the Goals You Want by Getting Big Buy-In	In this highly interactive session, participants will engage in a combination of large and small group discussion. Participants will walk away with a concrete plan on how to get "big buy-in" for their own projects.	David Keegan & Susan Bannister
Caring for Doctors	As physicians, caring for our colleagues is an honor and a privilege. However, this can prove to be a tricky relationship. This workshop will identify challenges that can occur when physicians care for other physicians. Participants will learn strategies for approaching these challenges with confidence, honesty and respect.	Nancy Love
Catch & Release	Results of the career plans for rural residents will be presented followed by brainstorming for recruitment success.	Leah Bolt
Creative Teaching: Trees & Shrubs of Kananaskis	You have attended Cabin Fever in Kananaskis for years. Can you tell a spruce from a fir yet? A willow from a bog birch? What does 'Pine is plenty' mean? I can tell you, or better I can show you. Fresh air, interesting learning and creative teaching techniques to take home.	Garland Jonker
From Padawan Learner to Jedi Master - Making the Transition from Resident to Preceptor	Directed towards family medicine residents, attendants will discuss their own experiences to date of participating in clinical teaching in their roles as learners and teachers, review teaching models as well as methods for providing feedback, and explore the transition from learner to preceptor and incorporating multilevel learners into future practice.	Steve Mintsioulis
How I Use My iPad: A Rural Perspective	This interactive workshop will review the practical use of mobile technology in medicine. Participants are encouraged to bring their mobile devices as well as a favourite app or tip to contribute to the group discussion.	Wes Jackson
How to Effectively Observe, Assess and Give Feedback on Your Learners' Clinical Diagnostic Reasoning Skills	The learning objectives of this inter-active workshop are to demonstrate and use a simple schematic tool to systematically observe, assess, and to provide quality feedback on the clinical diagnostic reasoning performance of resident trainees.	Bruce Fisher
The Learner in Difficulty	Sometimes obvious, but sometimes it is more subtle -but you realize your medical learner is struggling compared to their peers. This session will look at the causes of the "problem learner," how to identify, diagnose, and treat this challenge professional situation, and what supports are out there for the teaching physician.	Richard Buck

Title	Description	Presenter
Me and My SmartphoneWhose life is it, anyway?	Using the technique of shared appreciative inquiry, participants will explore our relationships with the various smart devices in our livesphones, pads, tablets, computers. To what degree do we control the screens in our lives? To what extent are we compulsively in thrall to them?	Vincent Hanlon
Medical Mistakes and Learners - What to Do, What to Say	Mistakes in medicine are inevitable and challenging for all. In this interactive workshop, participants will develop an approach to supporting learners through the difficulties in dealing with medical mistakes. The session will review how learners experience errors, how preceptors can model appropriate management of medical mistakes, and how to assist learners in identifying at risk situations.	Sonya Lee
Monkey See, Monkey Do, Monkey Teach?	The art of teaching procedures in the Emergency Department has evolved over time. This interactive workshop will explore past techniques versus newer methods and compare effectiveness. Attendees will be asked to learn and perform a new "procedure" using new teaching techniques.	Lyle Thomas
Multilevel Learners: Don't Put Onions in Your Layer Cake (Plenary)	Increased learner demand, less capacity for rural teaching, and a mix of medical students and postgraduate residents can create challenges and cause teaching assumptions. A review of teaching strategies, the literature and best practice advice from the end users can be your ticket to success when you surround yourself with a team of learners.	Shirley Shipper
Physician Advocacy, Now and the Future	The scope of physician advocacy will be explored, a framework supporting the context of physician advocacy will be presented. Through a small group format and embedded in a narrative approach, the current experience and approach of rural preceptors will be elicited. Creative ideas for future modeling of advocacy will be described.	Rollie Nichol
The Power of Placebo - Trust Me it Works	In this presentation we'll discuss briefly the history and more extensively the fascinating research behind the placebo and the placebo effects. We'll delve into the ethics of placebo and that most important and pragmatic area - the Physician as Placebo.	Dan Banmann
The Sexy Small Stuff: Why Size Doesn't Matter (& How Teaching Tips Can Influence Your Practice)	Explore new ways of finding and sharing new tips about teaching, clinical procedures, and running a practice. The emphasis will be on keeping things easy, quick, and efficient, as anything that takes too long is seldom useful. This will be a fun dynamic session including a quick review of some of the best tips from past years and other sources.	John Hagens & David Topps
Wet behind the Ears - New Preceptor Tips and Tricks	Join us for an interactive workshop where you set the agenda. Discussions of sustaining ourselves as clinical teachers, management of common situations that present with learners and useful resources will be offered. This is a great opportunity to meet others with similar interests and challenges as you.	Sudha Kopula

Faculty

Susan Bannister MD FRCPC Dan Banmann MD CCFP (EM) Leah Bolt, MD RAS R2 Rick Buck MD CCFP (EM) Bruce Fisher MD FRCPC John Hagens MD CCFP

Wes Jackson MD CCFP
Garland Jonker MD CCFP
David Keegan MD CCFP (EM) CCFP FRCPC
Sudha Koppula BSc MD MCISc CCFP
Sonya Lee MSc MD CCFP MHSc FCFP
Nancy Love MD CCFP

Steve Mintsioulis MD CCFP Rollie Nichol MD MBA CCFP Shirley Schipper MD CCFP Lyle Thomas MD CCFP David Topps MB ChB CCFP

The Cabin Fever Faculty Development Conference is designed to provide rural physicians with an opportunity to increase their precepting skill set and network with other rural/regional physicians and their families. It is also an opportunity for physicians to share quality time with their immediate family members during unscheduled hours. The banquet and children's activities are complimentary to registrants and immediate family, defined as your partner and/or children. Additional banquet tickets and child care may be purchased for your guests.

ACCREDITATION

This event has been accredited for **9.5 MAINPRO-M1/MoComp** credits by the College of Family Physicians of Canada. This event is an Accredited Group Learning Activity (Section 1) as defined by the Maintenance of Certification program of the Royal College of Physicians and Surgeons of Canada. This program has been reviewed and approved/co-sponsored by Continuing Medical Education and Professional Development, University of Calgary.

CONFIRMATION OF REGISTRATION

Confirmation of registration will be in the form of an email message. No other confirmation will be sent.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Registration information is collected under the authority of the Freedom of Information and Protection of Privacy Act. The contact information you provide is required by our office to register you in the course, prepare material for your use and notify you of upcoming courses offered by our Office. Financial information is used to process applicable fees and is retained for future reference. If you have questions about the collection or use of this information, call Kelly McSweeny, DLRI, Faculty of Medicine (1-877-466-4257)

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

In keeping with accreditation guidelines, speakers participating in this event have been asked to disclose to the audience any involvement with industry or other organizations that may potentially influence the presentation of educational material. Disclosure may be done verbally or using a slide prior to the speaker's presentation.

FOR FURTHER INFORMATION

Office of Distributed Learning & Rural Initiatives

Phone 403-220-4257 Toll Free 1-877-466-4257 Fax

403-210-3986

Email: Website: CabinFever@ucalgary.ca www.ucalgary.ca/ruralmedicine

Planning Committee

Charlotte Foulston MD FRCPC John Hagens MD CCFP Hugh Hindle CCFP (EM) FCFP Fred Janke MD CCFP Kelly McSweeny, Manager DLRI Doug Myhre (Chair) MD CCFP FCFP FRRMS

Ron Spice BMedSc MD CCFP FCFP David Topps MB ChB CCFP Rob Warren MD CCFP

Sheryl Hergott

From:

Sent:

Sheryl Hergott Thursday, February 27, 2014 12:26 PM Audrey Maione

To:

Subject:

Rationale for Using Delta Hotel - Feb 4, 2014

Categories:

Filing

Hotel – including taxes and GST came to a total of \$212.19

Rationale for going over the \$200/night limit:

Meeting (PPEC meeting) was held at this facility, therefore to save on taxi charges and/or mileage charges, this hotel was used for accommodation.

Thank you.

Sheryl Hergott



sheryl.hergott@albertahealthservices.ca



CALGARY AIRPORT

2001 Airport Road N.E., Calgary, Alberta, T2E 6Z8 Tel: 403-291-2600 Fax: 403-250-6121

AB HEALTH SERVICES

Dr Evan Lundall

Canada

F&B Other

Total

0.00

0.00 9.73 Room:

Folio:

Cashier:

Arrival: Departure: 02-04-14

02-05-14

Date	Description	Additional Information	Charges	Credits
02-04-14	Room Charge		189.00	
02-04-14	Room Destination Marketing Fee		5.67	
02-04-14	Room Tourism Levy		7.79	
02-04-14	Room GST		9.73	
02-05-14	Mastercard			212.19
		Total	212.19	212.19
GST Summary		Balance Due	0.00 CD	N
Registrat	on No: 846543619 9.73	Contract contract of the contr		

Aknded PPEC Meeting-Calgary.
- Start Jeme 0800.

Guest Signature:

Page: 1 of 1



EDMONTON CENTRE

10222 - 102 Street, Edmonton, Alberta T5J 4C5 Tel: 780-429-3900 Fax: 780-426-0562

AB HEALTH SERVICES
Dr Evan Lundall
Canada

Room: Folio:

Cashier:

01-19-14

Arrival:

Departure:

01-20-14

Date	Description	Additional Information	Charges	Credits
01-19-14	Room charge		144.00	
01-19-14	Room - GST		7.42	
01-19-14	Room - Tourism Levy		5.93	
01-19-14	Room - Destination Mkt. Fee		4.32	
01-19-14	Weekdays-Parking		14.00	
01-20-14	Mastercard			175.67
		l		

 Registration No: 899111215

 Room
 7.42

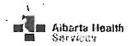
 F&B
 0.00

 Other
 0.67

 Total
 8.09

Attended - 2 MD - C MD meeting (Bylaws) - Start time 0730.

Guest Signature:



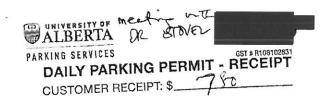
TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECTION A: EMPLOYEE DETAILS (for AHS S	aff ONLY)		***************************************					
 Enter employee # (old) and Employee # (E-People) if Indicate N/A in the Employee # (E-People) if your pays 	yee # (old) and Employee # (E-People) if your payroll has migrated to the New E-People payroll system Lin the Employee # (E-People) if your payroll has not migrated to the New E-People payroll system Travel Period from: To Utan Out-of-Province Travel							
Name: Dr. Evan Lundall		Position (Title):	Central Zone Med	ical Director				
Location: Red Deer Dept: Med	cal Affairs DOFA Level:	(1 syplicable)	Union:	Busines	ss Phone #	Ext:		
Employee # (E-Prople):								
SECTION E: FINANCE CODING & TOTAL CLAI	A TOTAL TOTAL							
GAPITAL PROJECT CODING ONLY ->	ect Number diture Organization			Task Number Expenditure Type				
Total - Section B: Travel - Pg 2 Total - Section C&D: Other & Foreign Expenses - Pg 3								
Pg Bal Location Functional Tota Unit Centre (FC) Expen	Bal Location	Functional Centre (FC)	Secondaryl	Total	TOTAL REIMBL	JRSEMENT		
2A 101 0015 71110196046 \$1.082			Expense	Expense	Total Section B	\$1,082,58		
28					Total Section C&D			
2C					Less Cash Advance			
20					TOTAL CLAIM	\$1,082.58		
\$1,082		er to enter Coding & \$ Amount	3					
NOTE: This section auto fills from page 2A, 2B, 2C & 2D NOTE: These fields do not automatically fill for Section C & D								
SECTION F: AUTHORIZATION United the first and accomplished the policity and working between Lymphility	JECT of Aberta Heath Serve et dest a time en en							
E officiely of experience are selected to this, size in one for small because, peoplesses, for pulse case foreign in which I among this greatest is a marked to the cases have been presented by soming a more office against a price of the same and a selected to	proposed their directions have negligible to primitive from the	by me or on my be all from America broads from one	or any other (many than					
Sign of Pigits of fater laters that flam composed to all to a source delianeaute,	1110000	Taker in Phon	LEASON MANINE CAN SERVE	TOP THESE PORTY - DOCUMENTS				
Employee Signature: Date 150 750 2514								
. And the excellent environment in the first for the world transce pursuants to About Health Some	because electrical productions could be that because	by the museum or on them to the statement House	Bernstow wyodad Onject		utains is on: with recensive should be sent to	y tue		
Approved By (PRINT ONLY): DV-Verya	. 1			аругочи	directly to Accounts Pay			
	AMA	DOFA Level	Position #		Phone #			
L by signing this form, wheat that I am compleme to an Obe above allowments Signature:	1 1/1/07	THE VP Qua	liky +C	20	Date Joh	7114		
Either that Conveniend and serious and men't need, implicitly and You king Descript & school sign. I while this expenses are visual in the character and for year because in means to describe a form		epitetine dan ethilikura a en banco gove te				-,1, ,		
l ather fill expenses en vived in the title i nee for view bowness purposes for Aberta (such Kene - Alther first regerier, automod soms forest factor for uncurred by many a succentification involved,			Lawrence of any other Cirgania	s-ra.				
Approved By (PRINT ONLY):		DOFA Level	Position #		Phone #	Ext		
Lity agring the sons when the first interpretable of the above electronics. Signature:		Title			Date			

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program.

EXPENSE CLAIM DETAILS

E	The Color of the C				CHSE CLA										
Enter Finance Coding 101 0015 71110106046															
If expenses incurred are for multiple FC's please use pages 28,2C,2D (after pg3) as there should be one FC per page OR if more lines are required for the same FC use these additional pages. Enter total \$ amount on slip, DO NOT separate any taxes (eg. GST). Secondary/Expense codes are not required in this section as they are pre-determined by the system															
SECTION B: TRAVEL EXPENSES NOTE: If expenses do not fall into these categories such as Hospitelly, Working Session, Relocation, Continuing Lituration, Business Insurance go to SECTION C															
Select from dropdown (column, Prov.) where expenses were incurred (Out of N America = Inter1) Ensure separate lines are used for claim items that differ in Province, US and Out of North America,				Completion of the "Cost Effective Method Used" Column is REQUIRED.											
	Business Reason for Travel - Detailed Description o				If you select "No" in this column, Further Explanation is REQUIRED in the "Rationale is Required" section on this page										
Date	Date Required	Out of N.Amer where empenses inducted?	What is travel related to?	Cost Meal (Allowance O					If amount being claimed is above the policy limit stated in Appendix "A"				Rental Carl		
dd-mmm-yy	why trave, was necessary and data led explanation of mason) A description of just "Moeting" will be returned for clarification				Meal Allowance		Meal with Receipt		rationale is required			Bus/LRT/ Parking /	Per Diem Allowance	Mileage (km)	
	The second secon				Meni Type with velue	Allowance	Meal Type	with receipt	Air	fare	Hotel	Taxi	Fuel		1900ne •
15-Jn-14	Red Deer & Edminston - JMD meeting - Bylanus 0730 - 3:30	AB	Menting	Yes	D-\$20.75	\$20.76 ~	1								310 00 🔾
21-Jan-14	Red Dros to Eneft - accessed PFAP Brand measurg	BA	M4. estung	Yes											5/5 90 U
4-i-cb 14	Red Deer to Chigary - 1994 Cimiteening - Deffer Carpany Armort	AB	tAnalmo	Yes											290,00
E-Fat-14	Rad Door to Kenamasks - To hole Ticket' - Femosy of Micd - Ulof C	AB	Cunf	Yes											500 00 V
7#eb-14	und - "Cabin Fever" Conf., Kanend	kis AB	Cont	Yes	L-\$11 60	\$11.60 V	1								
8 Feo f14	una-Cabin fever "Conf, Kananaskis	AB	Cont	Yes	L-\$11.60	511.60 5	/								
9-Fnb-14	wa - Cabin fever Conf. Kananas kis	AB	Conf	Yes	L-\$11 60	\$11.60									
10-Feb-14	Microry with CRSASHS—Sporaborship Mtg. second menting—Prisa Clinical Assistants—The St Plaze - third meeting with Dr Stovel - thent of Paych - U of A. Fanting change and but to one meeting	AB	Montes:	Yes					val tracket to the variety of			\$7.00	\$7 50		330,00
	SUBTOTALS					\$55.55						57.00	¥150		Total Kms 2005 00
MILEAGE - Business Kilometre Rats for Personally-Owned Vehicle - details of travel location to & from must be included above under the purpose of travel column Enter \$0.505 km, \$0.47 km OR rate per Union Agreement (see Mileage details to the jeft)						\$0.505									
	Rates applicable \$0.505 per km for under 5,000km/s	<u>rr</u> or \$0.47	per km for oy	/er 5,000km	Vyr or per Unic	an Agreemen	ţ							Mileage \$	\$1,012.53
Note: Total will auto fill into pg 1, Section E, if form completed electronically - Additional pg 2's can be found after Page 3						\$70.05									
						\$1,082.58									
Rationale is Required for expenses that are not Cost Effective															
(Any analysis supporting the method to assess cost effectiveness should be attached to the claim form)															
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From Delta City Centre Edm. To Telus Plaza Edmonton AS
To leius path Edmonton ()
Time
Date 766 - 10 - 2014
Trip Amount \$\beta \frac{7.00}{}
Driver Name
Car Number
GST

John Down Conference

2) Dida Street