

## Board and Executive Expense Report

**Name** Dr. Kevin Worry  
**Title** Zone Medical Director, North Zone  
**Location** Fort McMurray  
 Expenses submitted during the month of January 2013

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
January 2013	P-Card	Various meetings	520	12	-	70	602	-	-	-
January 2013	P-Card	Monthly parking fee	-	-	-	158	158	-	-	-
<b>Total</b>			<b>\$ 520</b>	<b>\$ 12</b>	<b>\$ -</b>	<b>\$ 228</b>	<b>\$ 760</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Total for the Month** \$ 760

Maximum meal expense claimed in the month \$ 12  
 Maximum daily 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

**Instruction:**

- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

<u>WORRY, KEVIN</u> Cardholder's Name	<u>MEDICAL DIRECTOR - NORTH</u> Cardholder's Position/Title	Billing Reporting Period:	<u>20/01/2013</u>
<u>MEDICAL AFFAIRS</u> Cardholder's Dept	<u>NORTHERN LIGHTS REGIONAL</u> Cardholder's Site/Location	Total Statement Amount:	<u>\$759.59</u>
<u>KEVIN.WORRY@ALBERTAHEALTHSERVICES.CA</u> Cardholder's e-mail address		Last 6 digits of the P-Card <span style="background-color: black; color: black;">XXXXXXXXXX</span>	

**Statement of Transactions**

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
21/12/2012	304380285	MPARK00020383U, AUTOMOBILE PARKING LOTS AND GARAGES	15.00	CAD	15.00	.71	.00	Parking - meeting at 7th St Plaza Edmonton
14/01/2013	305873104	EDMONTON REGIONAL AIRP, AIRPORTS, AIRPORT TERMINALS, FLYING FIELDS	157.50	CAD	157.50	7.50		EIA Parking monthly AHS vehicle
14/01/2013	305963424	AIR CAN 0142116504538, AIR CANADA	287.83	CAD	287.83	.00	.00	return Flight GP-Edmonton ZMD meetings Jan 16-17
14/01/2013	305963426	WESTJET 8380610240093, Westjet Airlines	5.25	CAD	5.25	.00	.00	Flight Edmonton-Grande Prairie ZMD on-site
14/01/2013	305963427	WESTJET 8382186937625, Westjet Airlines	226.93	CAD	226.93	.00	.00	Flight to Grande Prairie ZMD meetings Jan 16-17
15/01/2013	305963422	PRECISE PARKLINK INC, AUTOMOBILE PARKING LOTS AND GARAGES	4.50	CAD	4.50	.21		parking fee AHS Event in Red Deer with CMO
15/01/2013	305963423	SAFEWAY GAS BAR #2278, FUEL DISPENSER, AUTOMATED	34.44	CAD	34.44	1.64		Fuel - AHS vehicle Edmonton K Worry
15/01/2013	305963425	MPARK00020383U, AUTOMOBILE PARKING LOTS AND GARAGES	10.00	CAD	10.00	.48	.00	Parking 7th St Plaza meeting with CMO
16/01/2013	306248302	HMSHOST EDMONTON AIRPO, EATING PLACES, RESTAURANTS	11.54	CAD	11.54	.54	.00	Meal - K Worry Dinner - sandwich and water
17/01/2013	306248301	ESSO, FUEL DISPENSER, AUTOMATED	6.60	CAD	6.60	.00		Fuel - rental car Grande Prairie site visit

**Signatures**

**Cardholder Designate (If Applicable)**

By signing this statement

- I hereby certify that I have reviewed and reconciled this statement in BMO details Online® to the best of my ability in accordance to AHS Corporate Policies, Program User Guide and Training. I have allocated the transaction(s) to the proper cost centre.

Laurie Barker  
Name of Cardholder Designate

ZAC-NZ  
Cardholder Designate Position/Title

[Signature]  
Signature of Cardholder Designate

21-1-13  
Date of Signature

**Cardholder**

By signing this statement

- I hereby certify that the P-Card issued to be was used for legitimate business purposes in accordance to AHS Corporate Policies and AHS P-Card Program User Guide.
- I acknowledge that the above Cardholder Designate has completed reviews and reconciliation in BMO details Online® on my behalf (if applicable).

WORRY, KEVIN  
Name of Cardholder

MEDICAL DIRECTOR - NORTH  
Cardholder Position/Title

[Signature]  
Signature of Cardholder

21-1-13  
Date of Signature

**Approver Designate (If Applicable)**

By signing this statement

- I hereby certify that I have reviewed and approved this statement in BMO details Online® in accordance to AHS Corporate Policies, Program User Guide and Training on behalf of a authorized approver.

Dr. Verna  
Name of Approver Designate

EVP + CMO  
Approver Designate Position/Title

[Signature]  
Signature of Approver Designate

Jan. 25/13  
Date of Signature

**Approver**

By signing this statement

- I hereby certify that the P-card issued to be was used for legitimate business purposes in accordance to AHS Corporate Policies and AHS P-Card Program User Guide and hereby approve the transactions as listed.
- I acknowledge that the above Approver Designate has completed reviews and approvals in BMO details Online® on my behalf (if applicable).

\_\_\_\_\_  
Name of Approver

\_\_\_\_\_  
Approver Position/Title

\_\_\_\_\_  
Signature of Approver

\_\_\_\_\_  
Date of Signature

**Submit approved statement with attachments to Accounts Payable:**

**Attach:**

- Original itemized receipts
- Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report)

And where applicable:

- Copies of pre-approvals for travel
- Personal cheque payable to "Alberta Health Services"
- Return, refund and/or credit receipts
- Disputes letter

**Address:**

Alberta Health Services  
Accounts Payable  
7th Street Plaza  
10th Floor, North Tower, 10030-107 Street  
Edmonton, AB T5J 3E4

**Accounts Payable only:**

Reference #: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

304380285

TICKE

UNIVERSITY OF ALBERTA  
LEPC

N DASH

7th St Plaza, Edmonton

IMPARK

PHONE 780-420-1976

PLACE THIS SIDE UP N DASH

TICKET VOID IF RE-SOLD

HOURLY PARKER

Meter: 107 383

Time: 12:44P DEC 21

Price: \$15.00

Card:

Exp.:

Expires:

3:44PM FRI

DEC 21 12

RE-SOLD

GST NO. 887315638RT000  
INSTRUCTIONS ON BACK

PLACE THIS SIDE UP N DASH

# INVOICE

305873104



we'll move you.

**Edmonton Regional Airports Authority**  
 1, 1000 Airport Road  
 Edmonton International Airport, AB, Canada T9E 0V3  
 Tel: 780-890-8484 Fax: 780-890-8446  
 Website: www.flyeia.com Email: accounts@flyeia.com

Alberta Health Services  
 Dr. Kevin Worry - Zone Medical Director

**Customer #:** [REDACTED]  
**Invoice #:** R00009190  
**Date:** January 01, 2013

**Contract #: 2011-03 Parking Agreement - Airport Site: YEG**

P1 Parkade Parking Stall

Billing Date From	Billing Date To	Amount
1-Jan-13	31-Jan-13	\$150.00

**Invoice Subtotal \$150.00**

**GST \$7.50**

**Please pay this amount in Canadian funds \$157.50**

EDMONTON REGIONAL  
 AIRPORT  
 PO BOX 9860  
 EDMONTON AB

CARD [REDACTED]  
 CARD TYPE MASTERCARD  
 DATE 2013/01/14  
 TIME 0638 09:58:29  
 RECEIPT NUMBER  
 M30723626-001-253-007-0

PURCHASE  
 TOTAL

**\$157.50**

APPROVED

AUTH# 115830 01-027  
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
 COPY FOR YOUR RECORDS

GST#: R128599776

Terms: Payable Upon Receipt. Note: Interest will be charged at 18% per annum - 1.5% per month on overdue accounts.

Payable in Canadian Funds

**REMITTANCE FORM** (include with all payments)



Please make cheques payable to: <b>Edmonton Regional Airports Authority</b> and mail to: Edmonton Regional Airports Authority 1, 1000 Airport Road Edmonton International Airport, AB T9E 0V3 Canada	Invoice #: R00009190 Invoice Date: January 01, 2013 Customer #: [REDACTED] Customer Name: Alberta Health Services
	Amount Due: <b>\$ 157.50</b> Due Date: <b>January 01, 2013</b>

305963424

# Itinerary/Receipt



Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

## Booking Information

AIR CANADA

Booking Reference: [REDACTED]

Customer Care

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Air Canada  
1-888-247-2262

Main Contact:  
Mr Kevin w Worry  
kevin.worry@albertahealthservices.ca

Flight Arrivals and Departures  
1-888-422-7533

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8368 <sup>1</sup>	Grande Prairie (YQU)	Edmonton, Edmonton Int'l (YEG)	0	1hr08	DH3	Tango Plus, H	
	Thu 17-Jan 2013 20:50	Thu 17-Jan 2013 21:58					

Operated by:

<sup>1</sup> Air Canada Express - Jazz

## Passenger Information

**1: Mr Kevin w Worry : Adult (16+), Ticket Number: 0142116504538**

Air Canada - [REDACTED]	Meal Preference: <b>None</b>
Aeroplane: [REDACTED]	
Payment Card: [REDACTED]	Special Needs: <b>None</b>
Seat Selection: AC8368 6F	

## Purchase Summary

### Fare Summary

Passenger Type	Adult
Departing Flight - Tango Plus	<b>235.00</b>
Surcharges	12.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	20.00
Canada Goods and Services Tax (GST/HST # 10009-2287 RT0001)	13.71
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	<b>287.83</b>
Number of passengers	1
RBC Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$287.83</b>

The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$287.83 (Airfare - per ticket)

Ticket number(s): 0142116504538

## Fare Rules

**Departing Flight Grande Prairie (YQU) To Edmonton (YEG) - Tango Plus****• Changes:**


- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.

- **Airport same-day changes** (subject to availability) are permitted at a flat fee of \$75 CAD/USD per direction, per passenger. Same-day flights only.
- **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
- Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Flights operated by Air Canada: earn 100% Air Canada Status Miles
- Flights operated by Air Canada rouge: earn 200 Air Canada Status Miles
- Read complete fare rules applicable to this fare.

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### Important Information

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Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262  within 24 hours of receipt.

#### Before You Go: A 'To-Do' List

All passengers are advised to view the [Travel documentation page](#) for important information on identification required for travel.

#### Baggage Policy

[Carry-on baggage](#) | [Checked baggage](#)

[Check-in and boarding times](#)

#### Links

Manage my booking online: <http://www.aircanada.com/mybookings>  
Flight Departure & Arrivals: <http://www.aircanada.com/flightstatus>  
General conditions of carriage: <http://www.aircanada.com/conditionsofcarriage>  
Information and Services: <http://www.aircanada.com/travelinfo>



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305963426 - 5.25  
305963427 - 226.93



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12 hrs display    Sign up Now

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My Profile    My Tips

Print eTicket

### eTicket Receipt

Prepared For  
WORRY/KEVIN MR

WESTJET RESERVATION CODE  
ISSUE DATE  
TICKET NUMBER  
ISSUING AIRLINE  
ISSUING AGENT  
FREQUENT FLYER NUMBER

[REDACTED]  
14Jan2013  
8382186937625  
WESTJET  
WestJet/SSW  
[REDACTED]

### Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
16Jan	WESTJET WS 153	EDMONTON INTL AB, CANADA  Time 9:30pm	GRANDE PRAIRIE AB, CANADA  Time 10:30pm	Fare Family Regular Seat Number CHECK-IN REQUIRED Baggage Allowance 1PC Booking Status USED TO FLY Fare Basis OAR Not Valid Before 16 JAN Not Valid After 16 JAN

### Payment/Fare Details

Form of Payment	CREDIT CARD - MASTERCARD : [REDACTED]
Endorsement / Restrictions	NONREF - FEE FOR CHG/CXL
Fare Calculation Line	YEA WS YQU172 00QAR CAD172 00END
Fare	CAD 172.00
Taxes/Fees/Carrier-Imposed Charges	CAD 7.12 CA1 (CANADA AIR SECURITY CHARGE - SUBJECT TO GST) CAD 10.81 XG (GST FOR CANADA EXCEPT ON/BC/NS/NF/NB/QC) CAD 25.00 SQ (AIF - CANADA EXCEPT ON/BC/NS/QC/NB/NF) CAD 3.00 YQF (SERVICE FEE - FUEL) CAD 9.00 YQI (SERVICE FEE - INSURANCE)
Total Fare	CAD 226.93
Additional Fees not included in Fare	CAD 5.00 (0.25 XG) - YEG YQU - CA [REDACTED]



## (PREMIUM SEAT FEE)

Positive identification required for airport check in

Notice:

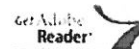
Thank you for choosing WestJet

QST # 1202807956TQ0001      GST # 866112535

- We look forward to welcoming you on board your upcoming WestJet flight
- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our **airline partners**. It is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our **code-share baggage** info page.
- **Positive identification** is required at check-in, ensure the name on the reservation matches the guest's identification before departing for the airport. Make sure you have the proper identification and travel documents for each country on your itinerary as the documents you use on your departure may not be sufficient upon your return. The law is the law and we'd hate it if you were unable to board your flight.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Should you miss the first flight on your booking, or fail to show up for another flight on a multi-segment booking, you'll lose your seat on remaining flights and the fare, fees, charges and taxes will not be refunded.
- For more information on your flight with WestJet visit **travel info** or go directly to the most common searches:
  - **Fares, taxes and fees** (Change/cancel guidelines, baggage fees, service fees and other taxes and fees)
  - **Baggage allowances** (Carry-on, checked, sporting goods, restricted items)
  - **ID requirements** (For adults, children and infants on domestic, transborder and international flights)
  - **Seat selection** (How it works, changing your seat and more)
  - **Inflight services** (Buy on board, up! magazine and more)
  - **Inflight entertainment** (Channel line-up, and pay-per-view movies and TV programs)
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our **contact us** page and select the give feedback tab. You may also send us a letter at WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E., Calgary, Alberta Canada T2E 3J1.



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sabre  
virtuallythere

305963425  
7th St  
PARK

**IMPARK**  
PHONE 780-420-1976  
METER : LOT 383  
Time: 10:41A JAN 15

PLACE THIS SIDE UP ON DASH

TICKET VOID IF RE-SOLD

Price: \$10.00  
Card: [REDACTED]  
Exp.: [REDACTED]  
Expires: [REDACTED]

**12:41 PM TUE**  
**JAN 15 13**

GST NO: 887335696R1000  
INSTRUCTIONS ON BACK

PLACE THIS SIDE UP ON DASH

305963422

**DETACH RECEIPT FROM TICKET**  
DATE ISSUED TIME ISSUED AMOUNT PAID

15/01/13 03:07 PM \$ 4.50

CREDIT CARD NUMBER  
**CC**  
4113426

Alberta Health Services



**RECEIPT**

*Red Axer*  
*Acmo work*  
*(with cmo.)*

306248302

HMSHOST  
STARBUCKS COFFEE C24  
EDMONTON INTERNATIONAL AIRPORT

29995 [REDACTED]

CHK 9831 JAN16'13 9:23PM

1 ASST DELI SAND 6.99  
1 WATER FIJI 500ML 3.89  
EPOST BTL CAN 0.12

SUBTOTAL 11.00  
10.88 G.S.T. 5% 217101 0.54  
AMOUNT [REDACTED] 11.54

CC-M/C 11.54

THANK YOU FOR VISITING STARBUCKS  
GST# 137512901  
HOW DID WE DO?  
HMS HOST EDMONTON INT'L AIRPORT  
JOHN VAN BESOUW  
DIRECTOR OF OPERATIONS  
PHONE 1 780 890 4447  
EMAIL JOHN.VANBESOUW@HMSSHOT.COM  
ADDRESS\_ HMSHOST  
3688L, 1000 AIRPORT ROAD  
EDMONTON INTERNATIONAL AIRPORT  
ALBERTA T9E 0V3

305963423

Safeway  
2304- 109th St  
Edmonton, AB,  
T6J5E5  
STORE NO: 2276

MC [REDACTED]  
Appr # 213629  
Seq # 033001001320  
Terminal # U2278CRN  
Trans : Purchase  
Res Code: 001 - 00  
APPROVED  
Inv # 90353171  
01/15/2013 19:38:29

Pump # 7-REG  
Vol : 40.570 L  
Price/L : \$0.849  
Total: \$34.44

Fuel Includes:  
GST/HST(5.0%): \$1.64  
GST/HST #: 119347672

You Saved  
5 Cents Per Litre

LET US HEAR FROM YOU!  
1-800-723-3929 OR VISIT

SAFEGWAY.CA

THANK YOU  
ASK FOR OUR SPECIALS !

306248301



CENTRE WEST ESSO  
11910 99 AVENUE  
GRANDE PRAIRIE AB

Site #: 00302886  
2013/01/17 19:59  
MCARDFLEET



Auth# 215843-F  
Inv # TUGA5586  
Credit  
Pump#07 EREG  
Litres 6.357  
@ \$1.039/Ltr  
Fuel \$6.60

TL/NoTax \$6.60  
Total \$6.60  
GST In Fuel \$0.31

IMPORTANT - retain  
this copy for your  
records

THANK YOU  
COME AGAIN