

Official Administrator and Executive Expense Report

Name Tom Feasby
Title Official Administrator Committee Member
Location Edmonton
 Expenses submitted during the month of March 2014

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Mar-14	Expense Claim	Meetings	449			199	648			
Total			\$ 449	\$ -	\$ -	\$ 199	\$ 648	\$ -	\$ -	\$ -

Total for the Month \$ 648

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 - AP Processing - Internal Use Only

Voucher #

Naming Convention:

T4A/NR Applicable? - If yes, indicate line & amt

OFFICIAL ADMINISTRATOR AND COMMITTEE MEMBER REMUNERATION AND EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION

Name:	Thomas E. Feasby Professional Corporation (Dr. Tom Feasby)	Vendor# (if known)		Expense Period Month:	Mar-14
Address:		City:	Calgary	Province:	AB
Postal Code:		Country:		Phone #:	
Reason for Expense &/or Business Case	Quality Assurance and Patient Safety Meeting, March 3, 2014, Edmonton, Alberta				

SECTION 2: FINANCE CODING & TOTAL CLAIM

Description	Corp/BU/O ID	Location (if applicable)	Functional Centre/Primary	Expense/ Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300004	45000000	\$0.00
Travel Exp (B+C+E)	101	0005	71110300004	62212000	\$647.83
Other (D)	101	0005	71110300004	41090000	\$0.00
TOTAL PAYMENT					\$647.83

Rationale is Required for expenses that are not Cost Effective: (supporting analysis and documentation must be attached to this form)

SECTION 3: AUTHORIZATION

I attest that I have read and understand all applicable policies of Alberta Health Services that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided above.

Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant with all the above statements	Date	Phone#
Dr. Tom Feasby		4-Apr-14	

I attest that I have read and understand all applicable policies of Alberta Health Services that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided above.

Approved by (Print Name)	Position Title/Program Group	Date	Phone#
Dr. John Cowell	Official Administrator	17-Apr-14	
Signature: I, by signing this form, attest that I am compliant with all the above statements		DOFA Level	Position#

- 1) All cheques and attachments will be mailed out by Accounts Payable. Cheques will NOT be pulled and returned to departments for mailing.
2) Non-compliant and incomplete/improperly authorized payment requisitions will be returned without processing.

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. For more information, questions or concern about the collection, use or disclosure of your health personal information, please contact Mark Palka, Director Accounts Payable at 780-735-0506 or email: Mark.Palka@albertahealthservices.ca

For payment please submit to the Official Administrator office: 10101 Southport Road SW, Calgary, AB. T2W 3N2, Attention: Lou DeCoste

Deborah Rhodes, Acting CFO
AP Quality & Compliance

Created: November 01, 2013
Rev 2 eff February 06, 2014

AP 3 006-F
Page 1

Carry forward from Section 1

Name:	Thomas E. Feasby Professional Corporation (Dr. Tom Feasby)	Vendor# (if known)	Expense Period Month:
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Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further information is Required in the "Rationale is Required" section above

SECTION 4A: OFFICIAL ADMINISTRATOR & COMMITTEE MEMBER - TRAVEL EXPENSE CLAIM

Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt) (A)				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Allowance		With Receipt					
			Meal Type	Allowance	Meal Type	With Receipt				
3-Mar-14	Quality Assurance & Patient Safety Advisory Committee									
3-Mar-14	Quality Assurance & Patient Safety Advisory Committee-flight						\$448.61			
3-Mar-14	Quality Assurance & Patient Safety Advisory Committee-taxi						\$151.80			
3-Mar-14	Quality Assurance & Patient Safety Advisory Committee-parking and mileage						\$25.20			44
Total: (amount auto fills to page 1)			\$0.00		\$0.00		\$0.00	\$625.61	\$0.00	44.00
OA COMMITTEE MEMBER Mileage Rate							0.505	Total Mileage		\$ 22.22

For payment please submit to the Official Administrator office: 10101 Southport Road SW, Calgary, AB. T2W 3N2, Attention: Lou DeCoste

Thomas E. Feasby

From: Air Canada <confirmation@aircanada.ca>
Sent: Thursday, January 30, 2014 12:01 PM
To: Dr. Thomas E. Feasby
Subject: Air Canada - 03-Mar: Calgary - Edmonton (booking ref: [REDACTED]) - seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****



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.

Scan this barcode to check in at any Air Canada check in kiosk.



Hotels in Edmonton



Why book your hotel stay at aircanada.com?



Hotels provided by WWTMS.

- **Lowest price** guaranteed
- Great choice of hotels
- Aeroplan Mile offer exclusive to aircanada.com



 **Need a car in Edmonton?** Great rates and additional Aeroplan Miles. 

Booking Information

Booking Reference: [REDACTED]

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

Main Contact:

Dr Thomas Feasby
feasby@ucalgary.ca

Mobile: [REDACTED]

Home: [REDACTED]

Work: [REDACTED]

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and Departures

1-888-422-7533

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8130 ¹	Calgary (YYC) Mon 03-Mar 2014 07:00	Edmonton, Edmonton Int'l (YEG) Mon 03-Mar 2014 07:59	0	0hr59	DH3	Flex, W	
AC8155 ¹	Edmonton, Edmonton Int'l (YEG) Mon 03-Mar 2014 17:00	Calgary (YYC) Mon 03-Mar 2014 17:53	0	0hr53	DH3	Flex, W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Dr Thomas Feasby : Adult (16+), Ticket Number: [REDACTED]

Air Canada - [REDACTED]

Aeroplane: [REDACTED]

Payment Card: [REDACTED]

Seat Selection:

AC8130 4C, AC8155 4C

Meal Preference: None

Special Needs: None

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Flex	167.00
Return Flight - Flex	167.00
Surcharges	24.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	55.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	21.36
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	448.61
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$448.61

Payment Information

Credit/Debit Card [REDACTED] Amount paid: \$448.61

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

Air Canada: \$448.61 (Airfare - per ticket)

Ticket number(s): [REDACTED]

enRoute City Guide

Edmonton



PRESTIGE TRANSPORTATION
18135 31 Avenue NW
Edmonton AB T6N-1C2
780-462-5000

Term Id: 4502412509412
Item #: 0171
Visa Credit
PURCHASE
Op Id: 959483
Card #: [REDACTED]

ATD: 00000000031010

APPROVED

AMOUNT	CAD\$132.00
TIP	CAD\$19.80
=====	
TOTAL	CAD\$151.80

Ref. #: C [REDACTED]
Auth. #: [REDACTED]
Resp. Code: 00
TVR: 4000000000
TSI: F000

Book on line at
EDMPRESTIGE.COM

Thank you for being our Guest
GST 862184769

Date: 2014/03/03 Time: 16:12:17
Response: AUTH [REDACTED]

RECEIPT

GST NO. R122556194

EXIT No. A1
IN: 03/03/14 06:21
OUT: 03/03/14 18:17
DURATION: 0 11: 51
PAID: \$ 25.20
(GST INCLUDED)
VISA
[REDACTED]

REF. [REDACTED]
THANK YOU FOR
YOUR VISIT

Calgary International Airport Parkade