

Official Administrator and Executive Expense Report

Name Dr. Tom Noseworthy

Title Associate Chief Medical Officer, Strategic Clinical Networks;

Location Edmonton

Expenses submitted during the month of February 2014

			Travel (1)					
Source Date Document Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Feb-14 Direct Billing Meetings Feb-14 Expense Claim Meetings	216			79 78	295 78			
Total	\$ 216	\$ -	- \$ -	\$ 157	\$ 373	\$ -	\$ -	\$ -
Total for the Month \$ 373								
Maximum meal expense claimed in the month Maximum daily hotel rate claimed 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

Non economy air travel in the month

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



TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

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EXPENSE CLAIM DETAILS

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	A description of just "Meeting" will be returned for clarification	expenses incurred?	resense (O)	Used? Y/N	Meal Type with value	Allowance	Meal Type	with receipt	Airfare	onale is requi	Taxi	Parking / Fuel	Allowance	Mileage (km)
10-Feb-14	Transportation: Taxl from Edmonton airport to Home to attend all-day Scientific Directors' Retreat in Edmonton.	АВ	Meeting	yes							\$72.00			
21-Feb-14	Transportation: LRT from downtown and return to attend meetings at Lister Hall and at College Plaza	AB	Meeting	yes								\$6.40 ~		
													1	
-														
	SUBTOTALS										\$72.00	\$6.40		Total Kms
	MILEAGE - Business Kilomet	re Rate for	Personally	Owned Ve	hicie				Enter \$	0.505 km, \$0.4	47 km OR rat	e per Union /	Agreement	1
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Rationale	is Required for expenses that are not Cost Eff	ective												
(Any analy	sis supporting the method to assess cost effi	ectivene	s should	be attac	hed to the o	laim form	1)							
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Dr. T. NOSEWORTHY FEB 10 21A > RESi

APPROVED

Taxi fram Edme, Horz Airport to

AMOUNT

Home to all-day 5D Research CAD 77.00

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ook on line at EDMPRESIICE.COM Thank you for being our Guest ESI 862184769

Date: 2014/02/11 | Time: 19:42:46 Response: AUTH

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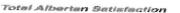
Dr. Tom Noseworld

Written Attestation re- 180 fore

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Executive Expenses Report Direct Billing Summary

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive 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.

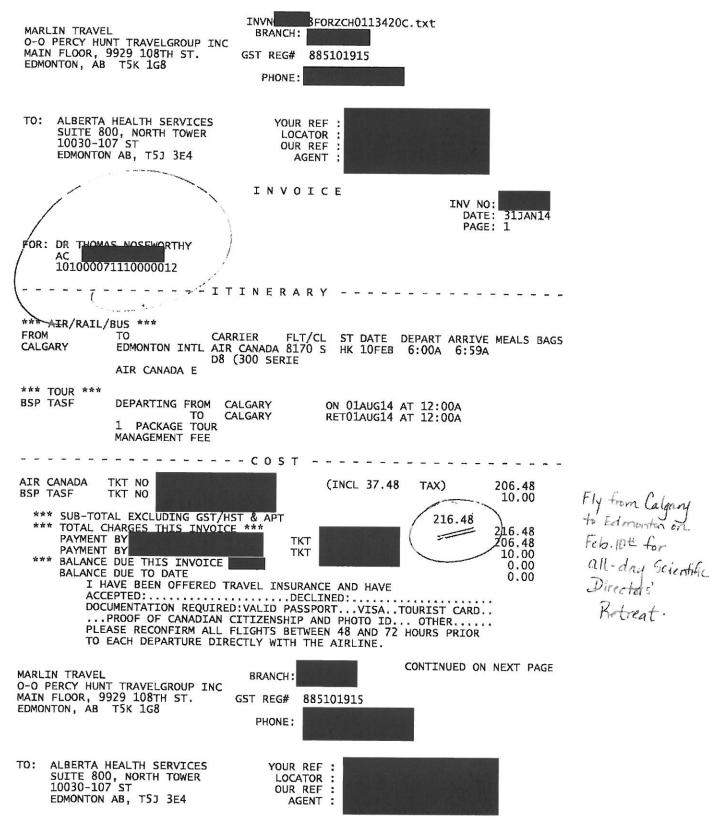
Direct Bill Report

- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. hotel accommodation, airline tickets, car rental, hosting events and working sessions.
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- Enter all other expenses paid by AHS not mentioned above
- Copies of invoices and other relevant back up must be attached including approvals for working sessions/hosting events
- 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

 No □

Name:	Reporting Period for the Month of Fahrens 2004
	Reporting Period for the Month of: February 2014

Date	Payment Method	Category	Description/Purpose for Expense	Name of Vendor Paid	Amount Paid	
February 2014	Direct Billing	Transportation	Airfare to attend meeting	Marlin Travel	\$216.48	
February 2014	Direct Billing	Transportation	Taxi for transport	Airport Towne Car Service	\$ 79.24	
	Choose One	Choose One		Timport rowne car service	7 73.24	
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Total Paid in the Mont	h		L		\$295.72	



Page 1



INV NO: DATE: 31JAN14 PAGE: 2

CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL 24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL 1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT 1 303 801 2147. PLEASE QUOTE ACCESS CODE 2ECO OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.



Payment Requisition

-	AHS - AP Processing - Internal Use Only	-
Vami	ing Convention:	
Vouc	her#	
T4A/I	NR Applicable? - If yes, indicate line & amt	

Please Note: Only 1 Invoice per Payment Requisition (Multiple Invoices = Multiple Payment Requisitions)

This Form should only be used for exceptions to Made Javan & Auditiple Payment Requisitions)

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Invoice Date	February	·		Numbe			3000		
Vendor Name	15= 5	Airport Towne	Car Serv	rice					
Address		Oak Cove NW			·		Cit		
Province/State	AB		Postal	-	T3G 4X7			Country Ca	anada
Are original atta	chments t	o be mailed wi	th chequ	ue?	YES VNO				
Payment Details	The state of the s	Non-Po Invoic	Instrument		Service PO			No Invoice	
Reason for Expe	ense &/or	Transport/cab f	or Dr No	seworthy	while in Calc	ary			
Business case:									
If claiming f Cells	or meals/tra that are loc	vel/accommodat ked (complete ca	ion, and	the amou s) are Aqu	int exceeds th ua Cells requi	e limit stated ring selection	in Policy 1122 "An from dropdown	Appendix A" Rationa menu are shaded (le is Required Drange
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Karen Ramkhela	awan	Exec Asst	to ACM	O, Strat	egic Clinical	Networks		Feb-14	
l attest that I have read ar	nd understand a	Il applicable policies of	Alberta He	alth Services	that pertain to the	se expenses, and	confirm expenses bein	g claimed are in compliance	with such policies
I attest the expenses en behalf from Alberta Hea	closed in this o	claim are for valid but any other Organizat	siness purp ion.	poses for Al	berta Health Serv	ices and that thi	s claim has not been	previously claimed by the	
attest the expenses subn								ovided above.	
Approved by (Print N	Name)	Signature	l, by signir	io ible bight	esi mai am comp	liam to all the above	ve stalements Date		ne#
Dr Verna Yiu	- Difference		-	/ VU	11		1-7	3h27/14	
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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 or personal Information, please contact Mark Palka, Director Accounts Payable at 780-735-0506 or email: Mark.Palka@albertahealthservices.ca

1104316 ALBERTA LTD. (National Limousine) 37 Royal Oak Cove NW Calgary AB T3G4X7



Dr. Noseworthy CORPORATE KAREN Ramkhelawan EDMONTON AB

nationallimo.ca	#
nationallimo.ca	Date

February 11, 2014

\$79.24 CAD

Amount Due

Amount Due

\$79.24 CAD

Item Sedan Service	Description Feb 10 -	Unit Cost 68.90	Quantity 1	Line Total
		Subtotal Gratuity 15%		68.90 10.34
		Total Amount Paid		79.24 -0.00

Notes
Please make cheque payable to:
Airport Towne Car Service
37 Royal Oak Cove, NW
Calgary, Alberta T3G4X7

Karen Ramkhelawan

From:

Karen Ramkhelawan

Sent:

Friday, February 07, 2014 5:19 PM

To:

'National Limo - Reservations 4035128751'

Subject:

RE: Transport for Dr Tom Noseworthy - Monday, February 10th

Many thanks, Sam.

Karen

From: National Limo - Reservations 4035128751 [mailto:sam@nationallimo.ca]

Sent: Friday, February 07, 2014 5:10 PM

To: Karen Ramkhelawan

Subject: Re: Transport for Dr Tom Noseworthy - Monday, February 10th

Bookings confirmed.

IMPORTANT REMINDERS.

1) Please do not pay or tip Drivers as gratuity will be covered in the final billing.

2) CANCELLATION POLICY

A minimum 3 hour notice is required after which cancellation charges apply on Feb. 10.11

Transport from conde to Calgary airport to fly to Edmonton to attend all-day Scientific Directors' Retreat

3) To avoid any miscommunication regarding pickup or drop off changes, please either call or email Sam directly at

On Friday, February 7, 2014, Karen Ramkhelawan < <u>Karen.Ramkhelawan@albertahealthservices.ca</u>> wrote:
Hi Sam,

I hope all is well.

Can you please pick Dr Noseworthy up from his condo on **Monday, February 10th at 4:30am** and take him to the airport for his 6:00am Air Canada flight. *Note: this is business transport.*

Thanks very much & please confirm.

Best Regards,

Karen Ramkhelawan, Executive Assistant Office of the Associate Chief Medical Officer



E: karen.ramkhelawan@albertahealthservices.ca

Stratagic Clinical Networks (SCNs) AHS' engines for innovation



Error! Filename not specified.

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Regards Sam

