Acute Care Alberta

www.acutecarealberta.ca

Acute Care Alberta Board and Executive Expense Report

Name: David Diamond
Title: CEO, Acute Care Alberta
Location: Edmonton
Expenses posted during the month of March 2026

			Travel (1)							
Approved 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					-			
Mar-26	Expense Claim	Meetings		37		303	340			
Mar-26	Direct Bill	Meetings	203				203			
		Total by category	$ 203	$ 37	$ -	$ 303	$ 543	$ -	$ -	$ -

Total posted for the Month $ 543

Maximum daily single meal expense posted in the month	$	24
Maximum daily base hotel rate posted in the month	$	184
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 membership dues, small item technology purchases, books, etc.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

ACA Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
DIAMOND, DAVID S	CEO, Acute Care Alberta	Edmonton	$ 340.00

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
3/2/2026	Hospital and Surgical Health Services Media Event - Calgary		Mileage-Other	$ 151.50	Edmonton	Calgary		1			300
3/2/2026	Hospital and Surgical Health Services Media Event - Calgary	AB - Other Zones	Meals Per Diem	$ 24.00				1			
3/3/2026	Hospital and Surgical Health Services Media Event - Calgary	AB - Other Zones	Meals Per Diem	$ 13.00				1			
3/3/2026	Hospital and Surgical Health Services Media Event - Calgary		Mileage-Other	$ 151.50	Calgary	Edmonton		1			300

Approver(s) for the claim	Approval Status	Approval Date
Approval kept on file	Approve	11-Mar-26

Acute Care Alberta

www.acutecarealberta.ca

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 ACA 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:

ACA may have established accounts with certain vendors used to book travel and other expenses that are billed directly to ACA.
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. ACA 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 ACA 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 ACA 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.
- Refer to Quick Reference Guide for: Providing a Standard Business Reason(s)
- 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 :	David Diamond	**Reporting Period for the Month of :**	Mar-26

Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
3-Mar-2026	Direct Billing	Hotel	Travel to Calgary to attend March 3, 2026 Hospital and Surgical Health Services Media Event. Base room rate is below guideline limit.	Delta	$202.84
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
Total Paid in the Month					$ 202.84

DELTA HOTELS MARRIOTT CALGARY SOUTH

135 Southland Drive S.E Calgary, Alberta, T2J 5X5
Telephone: 403-278-5050 Fax: 403-225-5834

Alberta Health Services
PO BOX 1600
EDMONTON AB T5J 2N9
Canada

Diamond, David

Room: [redacted]
Folio:
Cashier:
Arrival: 03-02-26
Departure: 03-03-26

A/R Invoice:
A/R Account: [redacted]

Date	Description	Additional Information	Charges	Credits
03-02-26	Package Wrapper		184.00	
03-02-26	DMF		11.04	
03-02-26	Tourism Levy		7.80	
03-02-26	Rooms - GST		9.75	
03-04-26	GST Exempt [redacted]	gst exempt	-9.75	

GST Summary	
Registration No: 763972957	
Room	9.75
F&B	0.00
Other	18.84
Total	**28.59**

Total	202.84	0.00
Balance Due	202.84 CDN	

[redacted]

[redacted]

Guest Signature:_____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.