

## Primary Care Alberta Board and Executive Expense Report

**Name:** Kim Simmonds  
**Title:** CEO, Primary Care Alberta  
**Location:** Calgary  
 Expenses posted during the month of March 2025

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-25	Expense Claim	Meetings		24		35	59			
Mar-25	Direct Bill	Meetings	511			75	586			
<b>Total by category</b>			\$ 511	\$ 24	\$ -	\$ 110	\$ 644	\$ -	\$ -	\$ -

**Total  
posted for  
the Month** \$ 644

Maximum daily single meal expense posted in the month \$ 13  
 Maximum daily base hotel rate posted 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 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

## PCA Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
SIMMONDS, KIM A	CEO, Primary Care Alberta	Calgary	\$ 58.52								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
3/15/2025	Refocusing Alberta's Health System AMA Spring 2025 Conference	AB - Other Zones	Meals Per Diem	\$ 23.50				1			
3/15/2025	Refocusing Alberta's Health System AMA Spring 2025 Conference	AB - Other Zones	Taxi	\$ 35.02	Home, Calgary	Calgary, Airport		1			
Approver(s) for the claim	Approval Status	Approval Date									
Approval kept on file	Approve	25-Mar-25									

**Subject:** Fwd: Your Saturday morning trip with Uber  
**Date:** Saturday, March 15, 2025 4:47:34 PM

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----- Forwarded message -----

From: **Uber Receipts** <noreply@uber.com>  
Date: Sat, Mar 15, 2025 at 11:50 AM  
Subject: Your Saturday morning trip with Uber  
To: [REDACTED]



Total CA\$35.02  
March 15, 2025

Thanks for tipping, kim

Here's your updated Saturday morning ride receipt.



Total	CA\$35.02
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Trip fare	CA\$23.62
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Subtotal	CA\$23.62
Booking Fee <input type="checkbox"/>	CA\$0.52
TNC fee recovery surcharge	CA\$0.45
Airport Recovery Surcharge	CA\$4.00
Tip	CA\$5.00
GST	CA\$1.43

### Payments



**Apple Pay Visa** ... [REDACTED]

3/15/25 11:50 AM

CA\$30.02



**Apple Pay Visa** ... [REDACTED]

3/15/25 11:50 AM

CA\$5.00

[Visit the trip page](#) for more information, including invoices (where available)

Switch Payment Method

Download PDF

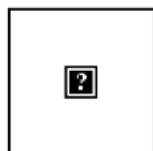
You rode with [REDACTED]

4.99 ☐ Rating

☐ Has passed a multi-step safety screen

TNDL License Number:

Please call 3-1-1 with any Compliments/Concerns





## 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 PCA 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:

PCA may have established accounts with certain vendors used to book travel and other expenses that are billed directly to PCA.

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. PCA 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 PCA 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 PCA 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 : Kimberley Simmonds Reporting Period for the Month of : Mar-25

Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
20-Jan-2025	Direct Billing	Airline Ticket	Attend Transition to Regional Networks Indigenous Partners Design Workshop in Calgary on Jan 29, 2025	Vision Travel DT Ontario-West Inc	\$172.01
21-Jan-2025	Direct Billing	Airline Ticket	Change flight from Jan 28, 2025 to Jan 29, 2025 to attend Transition to Regional Networks Indigenous Partners Design Workshop in Calgary on Jan 29, 2025	Vision Travel DT Ontario-West Inc	\$100.00
19-Mar-2025	Direct Billing	Other Transportation	Red Arrow Calgary to Edmonton; Guest Speaker at Digital Health Canada/ANHIX Alberta Region Conference 2025 in Calgary on Feb 4, 2025	Vision Travel DT Ontario-West Inc	\$74.62
2-Apr-2025	Direct Billing	Airline Ticket	Return flight from Edmonton to Victoria to attend Health System Transformation for primary care in BC and AB. Event was cancelled and credit remains with Direct Travel for future use.	Vision Travel DT Ontario-West Inc	\$238.94
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
Total Paid in the Month					\$ 585.57

Generated January 20, 2025 - 5:52p.m. (EST)

Agent name: [REDACTED]

Please [REDACTED] upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you come back to this information regularly in advance of and during travel as documentation and health requirements could change without notice.

Quick links	
<a href="#">Home</a>	<a href="#">Home</a>
<a href="#">About</a>	<a href="#">About</a>
<a href="#">Contact</a>	<a href="#">Contact</a>
<a href="#">Privacy</a>	<a href="#">Privacy</a>
<a href="#">Terms</a>	<a href="#">Terms</a>

**Invoice/Ticket information for KIMBERLEY SIMMONDS**

Westjet

**Invoice:**

**Base:** CAD111.55

**Other tax:** CAD60.46

**GST/HST tax:** CAD0.00

**QST tax:** CAD0.00

**Amount:** CAD172.01

**Payment:** CA XXXXXXXXXXXX  **Issue date:** 20-Jan.-2025

**Total invoiced amount:** CAD172.01

**Balance due:** CAD0.00

## General remarks

AIRFARES ARE NOT GUARANTEED UNTIL TICKETED  
AIRLINES RECOMMEND CHECKING IN 2 HOURS PRIOR TO FLIGHT.  
THIS TICKET IS NON-REFUNDABLE. CHANGES/CANCELLATIONS MUST  
BE MADE PRIOR TO DEPARTURE OR TICKET WILL HAVE ZERO VALUE  
AIRLINE CHANGE/CANCELLATION FEES MAY APPLY.

Agency registration  
TPS/GST-723782728 RT 0001

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Your Direct Itinerary

DIRECT TRAVEL  
9929-108TH STREET NW  
EDMONTON AB T5K 1G8  
1-833-692-4120

ALBERTA HEALTH SERVICES  
10030 107 STREET  
EDMONTON AB Z/T5H3E4

Agency reference: [redacted]

Agent name: [redacted]

Traveler name	Client reference
KIMBERLEY SIMMONDS	

Thank you for choosing Direct Travel. Complete details for your trip are below. Please review this document and the trip details thoroughly. If a discrepancy exists, please contact us immediately upon receipt. Missing your flight without cancelling will result in the forfeiture of the value of your airline ticket.

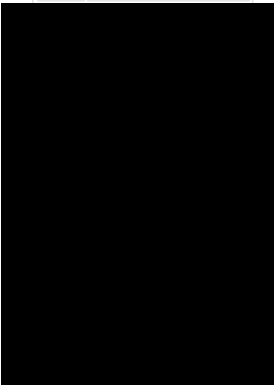
Government issued photo I.D. is required for all travel and the name on your photo I.D. must match the name on your ticket.

Please [redacted] upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you come back to this information regularly in advance of and during travel as documentation and health requirements could change without notice.

ORIGINAL TRAVELER NAME - SIMMONDS/KIMBERLEY

Itinerary summary			
	From / To	Flight / Provider	Departure / Arrival
Flight	Wed. Jan. 29, 2025 Edmonton(YEG) - Calgary(YYC)	Westjet [redacted]	7:00 a.m.- 8:06 a.m. [redacted]

Quick links



TRAVEL INTELLIGENCE HUB

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LEARN MORE

	WS [redacted]	Edmonton Edmonton (YEG)	Calgary Calgary (YYC)
Departure	Wed. Jan. 29, 2025 7:00 a.m.		Arrival Wed. Jan. 29, 2025 8:06 a.m.
Terminal			Terminal
Class	Economy/Coach Discounted(K)		Seat
Status	Confirmed		[redacted] [redacted]
Special requests			Frequent traveler
Equipment	Boeing 737		Duration/ Meal service 01:06/Snack
eTicket	[redacted]		
[redacted]	▶		▶

ONE CLICK.  
ONE QUESTION.

TAKE SURVEY



Ticket:

Westjet

Invoice:

Amount:

CAD172.01

Penalty:

CAD100.00

Base:

CAD100.00

Other tax:

CAD0.00

GST/HST tax:

CAD0.00

QST tax:

CAD0.00

Total charge:

CAD100.00

Payment:

CA XXXXXXXXXXXX

Issue date:

21-Jan.-2025

Balance due:

CAD0.00

## General remarks

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## Agency registration

TPS/GST-723782728 RT 0001



## Your Direct Itinerary

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EDMONTON AB T5K 1G8  
1-833-692-4120

ALBERTA HEALTH SERVICES  
10030 107 STREET  
EDMONTON AB Z/T5H3E4

Agency reference: [REDACTED]

Agent name: [REDACTED]

Traveler name

Client reference

KIMBERLEY SIMMONDS

Thank you for choosing Direct Travel. Complete details for your trip are below. Please review this document and the trip details thoroughly. If a discrepancy exists, please contact us immediately upon receipt. Missing your flight without cancelling will result in the forfeiture of the value of your airline ticket.

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Please [REDACTED] upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you come back to this information regularly in advance of and during travel as documentation and health requirements could change without notice.


### Itinerary summary

### Quick links

From / To	Flight / Provider	Departure / Arrival
<b>Bus</b> Tue. Feb. 04, 2025 CALGARY NORTH 304 35 AVE - EDMONTON DOWNTOWN 104 ST AT 0615P	RED ARROW BUS	2:20 p.m.
<b>Other</b>		Wed. Mar. 19, 2025

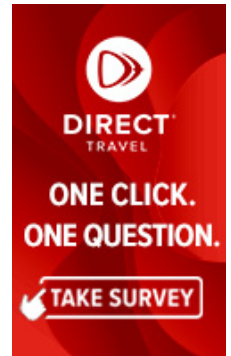
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	CALGARY NORTH 304 35 AVE		EDMONTON DOWNTOWN 104 ST AT 0615P
Date	Tue. Feb. 04, 2025 2:20 p.m.	Company	RED ARROW BUS
Rate	\$74.62 TOTAL	Phone	1-800-232-1958
Confirmation	[REDACTED]		
Remarks	RED ARROW BUS DEPARTS CALGARY NORTH 304 35 AVE AT 0220P .....ARRIVES: EDMONTON DOWNTOWN 104 ST AT 0615P .....CONFIRMATION: [REDACTED]		
Other			
Date	Wed. Mar. 19, 2025		
Details	19MAR		

### Invoice/Ticket information for KIMBERLEY SIMMONDS

<b>Base:</b>	CAD74.44	<b>Invoice:</b>	[REDACTED]		
<b>Other tax:</b>	CAD0.00				
<b>GST/HST tax:</b>	CAD0.18				
<b>QST tax:</b>	CAD0.00				
<b>Payment:</b>	CAXXXXXXXXXXXXXX [REDACTED]	<b>Issue date:</b>	04-Feb.-2024	<b>Amount:</b>	CAD74.62
<b>Charge detail:</b>	RED ARROW BUS				
				<b>Total invoiced amount:</b>	CAD74.62
				<b>Balance due:</b>	CAD0.00



General remarks

Agency registration  
TPS/GST-723782728 RT 0001



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1-833-692-4120

ALBERTA HEALTH SERVICES  
10030 107 STREET  
EDMONTON AB Z/T5H3E4

Agency reference: [REDACTED]

Agent name: [REDACTED]

Traveler name

Client reference

KIMBERLEY SIMMONDS

## Itinerary summary

From / To	Flight / Provider	Departure / Arrival
Other		Wed. Apr. 02, 2025

## Other

Date Wed. Apr. 02, 2025

Details INVOICE

## Quick links

- [CSR](#)
- [Twitter](#)
- [Linkedin](#)
- [Airport Status](#)
- [Currency Converter](#)
- [Weather](#)

## Invoice/Ticket information for KIMBERLEY SIMMONDS

Ticket:	Westjet	Invoice:	[REDACTED]
Base:	CAD178.48		
Other tax:	CAD60.46		
GST/HST tax:	CAD0.00		
QST tax:	CAD0.00		
		Amount:	CAD238.94
Payment:	CA XXXXXXXXXXXX [REDACTED]	Issue date:	24-Feb.-2025

Total invoiced amount: CAD238.94

Balance due: CAD0.00

## General remarks

Agency registration  
TPS/GST-723782728 RT 0001

