

**EXPENSE REPORTING FORM**



Name: Dr. Peter McLaughlin

Title: President & CEO

Reporting Period: April 1 to September 30, 2018

Date			Amount	Expense Category	Description
Month	Date	Year			
April	27	2018	\$8.00	Travel - Incidentals (parking, tolls)	Attendance at MOHLTC/LHIN/Government Meeting
April	27	2018	\$48.48	Travel - Own Use (mileage)	Attendance at MOHLTC/LHIN/Government Meeting
May	15	2018	\$32.96	Travel - Own Use (mileage)	Attendance/Presentation at Community Meeting
May	15	2018	\$4.00	Travel - Incidentals (parking, tolls)	Attendance/Presentation at Community Meeting
May	17	2018	\$33.60	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	17	2018	\$8.00	Travel - Incidentals (parking, tolls)	PRHC Board Related Committee / Meeting
May	23	2018	\$16.80	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	23	2018	\$8.00	Travel - Incidentals (parking, tolls)	PRHC Board Related Committee / Meeting
May	23	2018	\$16.92	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	23	2018	\$69.98	Meal	PRHC Board Related Committee / Meeting
May	23	2018	\$24.40	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	25	2018	\$48.48	Travel - Own Use (mileage)	Attendance at MOHLTC/LHIN/Government Meeting
May	25	2018	\$8.00	Travel - Incidentals (parking, tolls)	Attendance at MOHLTC/LHIN/Government Meeting
May	29	2018	\$33.60	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	29	2018	\$8.00	Travel - Incidentals (parking, tolls)	PRHC Board Related Committee / Meeting
June	13	2018	\$33.60	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	18	2018	\$64.56	Travel - Own Use (mileage)	Business Meeting
June	20	2018	\$33.60	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	22	2018	\$48.48	Travel - Own Use (mileage)	Attendance at MOHLTC/LHIN/Government Meeting
June	22	2018	\$8.00	Travel - Incidentals (parking, tolls)	Attendance at MOHLTC/LHIN/Government Meeting
June	26	2018	\$33.60	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	26	2018	\$8.00	Travel - Incidentals (parking, tolls)	PRHC Board Related Committee / Meeting
June	27	2018	\$38.56	Travel - Own Use (mileage)	Attendance at MOHLTC/LHIN/Government Meeting
July	18	2018	\$33.60	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	24	2018	\$33.60	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	24	2018	\$6.00	Travel - Incidentals (parking, tolls)	PRHC Board Related Committee / Meeting
July	26	2018	\$29.52	Travel - Own Use (mileage)	Attendance/Presentation at Community Meeting
July	31	2018	\$39.68	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	31	2018	\$5.00	Travel - Incidentals (parking, tolls)	PRHC Board Related Committee / Meeting
July	31	2018	\$52.56	Travel - Own Use (mileage)	Attendance/Presentation at Community Meeting
August	2	2018	\$8.00	Travel - Incidentals (parking, tolls)	PRHC Board Related Committee / Meeting
August	2	2018	\$33.60	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	9	2018	\$12.44	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	23	2018	\$63.44	Travel - Own Use (mileage)	Business Meeting
August	23	2018	\$13.50	Travel - Incidentals (parking, tolls)	Business Meeting
August	28	2018	\$64.32	Travel - Own Use (mileage)	Business Meeting
September	5	2018	\$84.80	Travel - Own Use (mileage)	Professional Development
September	5	2018	\$82.54	Meal	Professional Development
September	5	2018	\$229.37	Travel - Accommodation	Professional Development
September	5	2018	\$22.60	Travel - Incidentals (parking, tolls)	Professional Development
September	6	2018	\$229.37	Travel - Accommodation	Professional Development
September	6	2018	\$22.60	Travel - Incidentals (parking, tolls)	Professional Development
September	7	2018	\$84.80	Travel - Own Use (mileage)	Professional Development
September	14	2018	\$58.80	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	14	2018	\$383.52	Meal	PRHC Board Related Committee / Meeting
September	24	2018	\$63.44	Travel - Own Use (mileage)	Business Meeting
September	24	2018	\$13.50	Travel - Own Use (mileage)	Business Meeting
September	28	2018	\$48.48	Travel - Own Use (mileage)	Attendance at MOHLTC/LHIN/Government Meeting
September	28	2018	\$8.00	Travel - Own Use (mileage)	Attendance at MOHLTC/LHIN/Government Meeting

**Definitions:**

- Date(s): When expenses were incurred
- Amount: The value of the approved expense
- Expense Category: The type of expense incurred:
  - Meal
  - Travel
    - o Accommodation
    - o Travel incidentals (insurance, parking, tolls, etc.)
    - o Vehicle rental or own use (mileage)
    - o Taxi or public transportation
    - o Train or air travel
    - o Vehicle Rental
- Description: Notes explaining the context in which the expenses