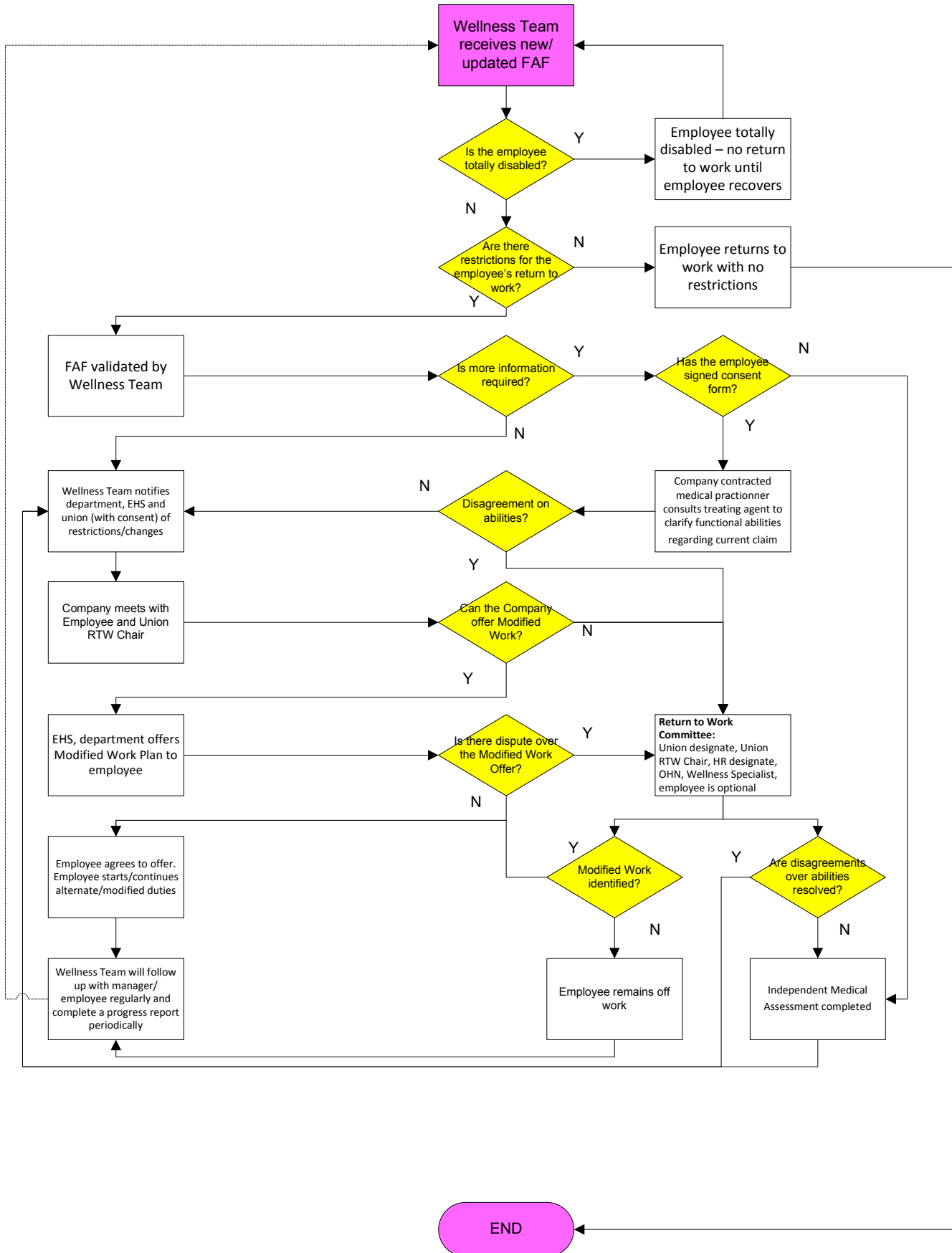


Non-occupational
accident or illness
occurs

Employee informs
Manager and picks
up WI Yellow folder
and reads
instructions

1. WI Forms completed by doctor
within 3 days of illness/injury.
2. WI forms (Member's statement,
FAF) returned to Wellness Team
within 3 days of illness/injury.

WI RETURN TO WORK PROCESS MAP



WSIB INJURY/ILLNESS NOTIFICATION – Local 1, 6/29/18

1. Accident or incident occurs.
2. Employee notifies manager of incident
3. Employee/Manager seeks medical attention, if required.

1. Manager hands Green Folder to Employee.
2. If appropriate, accident investigation conducted by Manager with statement from Employee.

1. Accident report completed by manager with root cause analysis and credit 360 report completed.
2. WSIB Form is completed by the Wellness Team and copies are issued to Employee and Union in a timely fashion.

WSIB RETURN TO WORK PROCESS MAP

