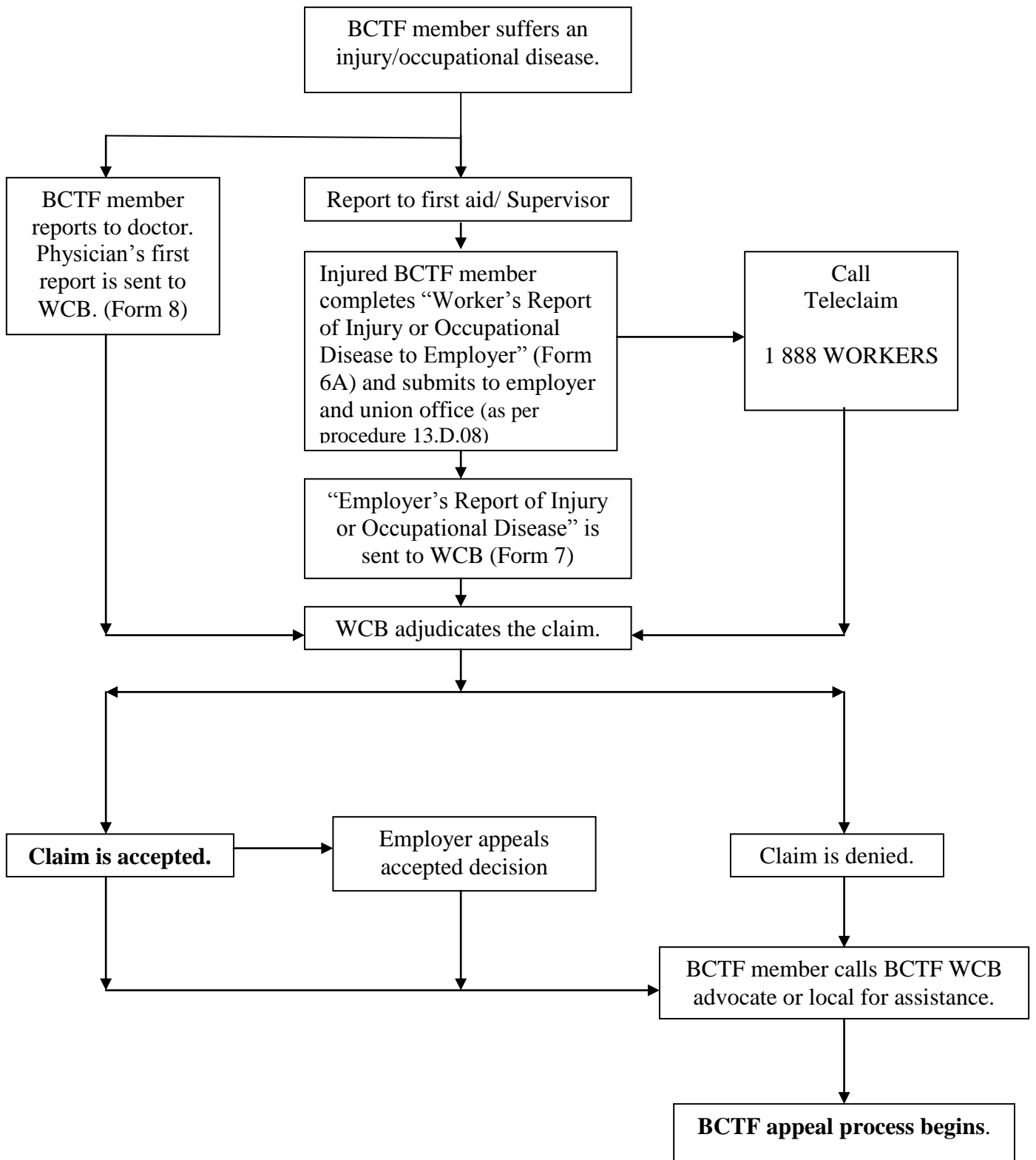


BCTF assistance in the WCB claims process

1. As soon as practicable after the injury occurs or occupational disease is contracted, report to the employer. The worker must complete a “Workers’ Report of Injury or Occupational Disease to Employer” (Form 6A which is available online at www.worksafebc.com) and submit to the employer. In accordance with BCTF policy 13.D.08 forward a copy to the local teachers’ association office.
2. Report the injury to the first aid attendant, if applicable.
3. Attend an appointment with an appropriate health care professional as soon as possible. Advise the health care professional that the injury/disease is workplace related.
4. Although there is one year in which to file a claim, the WCB Regulation specifies that as soon as is practicable after an injury occurs or an occupational disease is contracted it must be reported to the employer. Unnecessary delays in reporting have often resulted in denial of claims. See flowchart.
5. Call Teleclaim – 1-888-967-5377. Ask the operator to send you a copy of the report once it is completed.
6. **As soon as a decision letter is received from WCB contact the BCTF advocate at 604-871-1890, or 1-800-663-9163 local 1890.**

WCB claim process



WCB timelines

WCB Decision

Entitlement Officer, Case Manager, Vocational Rehabilitation, Disability Awards
(The worker will receive a dated decision letter –
fax a copy to the BCTF WCB Advocate.)



90 days



Review Division

Request for Review
Written Submission

150 days to issue decision from date Request for Review is filed



30 days



Workers' Compensation Appeal Tribunal (WCAT)

Notice of Appeal
Medical Legal Opinion request
Written Submission or Oral Hearing

180 days to issue decision from date WCB provides disclosure



No time limit



Reconsideration of WCAT decision

Significant new evidence not available at time of decision
Error of law going to jurisdiction of tribunal