

January 2022, Volume 20 Issue 1



NEW POLICY UPDATES: Responsibilities of Recovering Workers, and New Policy on Employer's role in Worker's Recovery and Return to Work

The WCB Board of Directors has provided approval in principle for the following policies which set out the essential roles of injured workers and their employers in successful injury management outcomes:

- Amendments to the policy, Responsibilities of Recovering Workers (POL-76), under the revised title, Worker Role in Recovery and Return to Work.
- A new policy, Employer Role in Worker Recovery and Return to Work (POL-###).

The draft policies will be posted for consultation on the WCB website in the coming days. All stakeholders are invited to provide feedback.

COVID-19 – Resources and Information for Employers

COVID-19 Resources & Information:

In the past few weeks Public Health has confirmed COVID-19 workplace exposures. If your workers have tested positive as a result of a workplace exposure they might be eligible for WCB benefits:

[Information for Employers](#)
[Information for Workers](#)

Did you know that as an employer, you need to complete an Employer's Report of Accident- **Form 7** if there are exposures at your workplace? It can be found online at wcb.pe.ca/form7.

NOTE: Changes to PEI Workplace First Aid Regulations take effect March 6, 2022

First Aid Supplies:

Did you know that the workplace first aid regulations have changed?

First aid supplies in the workplace are essential when it is necessary to treat a medical injury. Workplaces in PEI are now required to:

- Perform a first aid risk assessment to determine their needs for first aid supplies and services
- Provide first aid kits that meet CSA Standard Z1220-17 – First Aid Kits for the Workplace

Employers have until March 6, 2022 to ensure their first aid kits are in compliance with the new standard. Kits can be purchased new from a supplier of choice or employers can continue using current kits provided they are stocked with supplies that meet new minimum standards.

For guidance in performing a risk assessment and determining first aid kit requirements see [Guide to Workplace First Aid Regulations](#) at wcb.pe.ca.

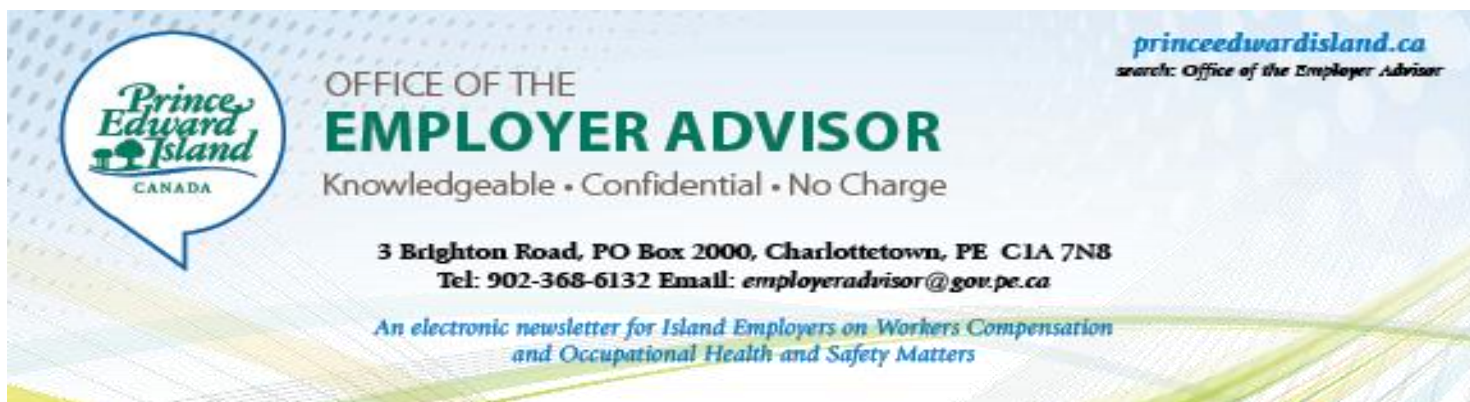
New Resources:

[Hazard Alert- Excavation and Trenching](#)
[Prevention Update: Emergency Eyewash Stations and Shower Equipment](#)

PEI WCB Upcoming Workshops

Upcoming Workshops:

The Workers Compensation Board of PEI offers a number of educational sessions to support healthy and safe workplaces across PEI. Sessions are provided free of charge and will be hosted either virtually through Zoom or in-person. Check out the Winter/Spring schedule for upcoming [Workplace safety Information Sessions](#)



February 2022, Volume 20 Issue 2

**Mental Health in the Workplace (Virtual Seminar):
March 31, 2022**

Mental Health in the Workplace: Virtual Seminar hosted by PEI Workers Compensation Board and presented by the Canadian Mental Health Association.

Session 1—Workplace & Mental Health Essentials

This presentation is a basic introduction to workplace mental health. It provides a high-level introduction to Mental Health Works, mental health awareness, responding to some common issues, and the National Standard for Psychological Health and Safety.

Session 2—Psychological Health & Safety Essentials

This presentation provides a high-level overview of psychological health and safety in the workplace. It introduces the National Standard for Psychological Health and Safety in the Workplace, as well as accommodation and return to work involving mental health.

March 31, 2022

9:00 – 11:30 a.m.

Virtual Seminar (Zoom) Cost: **Free**

Registration link:

https://us02web.zoom.us/webinar/register/WN_vWcnGwbBSECQjbioqWd8rg

Reminder: Changes to PEI Workplace First Aid Regulations take effect March 6, 2022

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- Amendments to the policy, Responsibilities of Recovering Workers (POL-76), under the revised title, Worker Role in Recovery and Return to Work.

- A new policy, Employer Role in Worker Recovery and Return to Work (POL-###).

The draft policies are posted for consultation on the WCB website until **March 3, 2022**. All stakeholders are invited to provide feedback at the following link: [Draft policies for feedback \(wcb.pe.ca\)](https://wcb.pe.ca/draft-policies-for-feedback)

Young Worker Psychological Health & Safety

Every day, employers take precautions to protect the physical health and safety of their workers. This duty of care extends to include worker *psychological* health and safety, as well. In the case of young workers, employers sometimes wonder where to start.

A good first step is to understand that mental health at work is a shared responsibility. When both employers and workers have a clear understanding of *who* is responsible for *what*, there is a much better chance that expectations around mental health will be met.

Employer responsibilities focus on the creation and maintenance of a psychologically healthy workplace, where:

- Clear and consistent expectations are communicated
- There is no tolerance for bullying and harassment
- Workers feel physically and emotionally safe
- Everything needed to work safely is provided

Workers are responsible for what they bring to work each day, and are expected to:

- Be physically ready – rested, well, and on time to start work
- Be mentally ready - focused on their work, and ready to ask questions and learn new skills
- Be socially ready to work - be a team member, and be cooperative and respectful in workplace interactions

Check out and download PEI WCB's informational poster, "[Mental Health at Work: A Shared Responsibility](#)" for display in your workplace, at <http://wcb.pe.ca>.

Reminder: Employer Registration

Employer Registration

A reminder that **February 28th** is the deadline to renew employer registration with WCB for 2021-2022. Visit <http://wcb.pe.ca> for online services or call 1-800-237-5049 to renew.

Ongoing workshops and seminars

Ongoing workshops and seminars

OHS education consultants continue to offer regular calendar events throughout 2022, including topics related to safety committee practices, supervisor safety responsibilities, workplace inspections and investigations, and more. The current calendar of events and pre-recorded webinars can be found [here](#). To schedule an education session at your workplace or to find out more about the services our education consultants offer, please contact 902-368-5697 or toll free 1-800-237-5049.

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Download our new mobile app for quick access to important workplace health and safety topics!

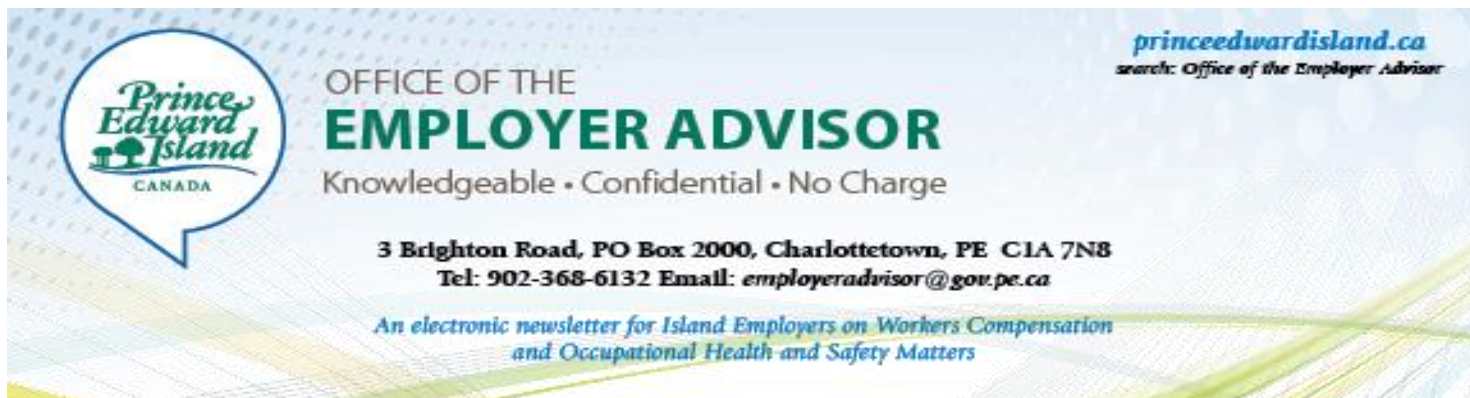
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Safety Matters @Work
Workers Compensation Board of PEI

Download on the App Store

GET IT ON Google Play

The advertisement features a hand holding a smartphone displaying the app interface. The app screen shows a worker icon, the title 'Guide to OHS Legislation', and a 'GET THE APP' button. The background is white with a blue wavy graphic on the left. Logos for the Workers Compensation Board of PEI and app store download links are at the bottom.



March 2022, Volume 20 Issue 3

**Mental Health in the Workplace (Virtual Seminar):
March 31, 2022**

Mental Health in the Workplace: Virtual Seminar hosted by PEI Workers Compensation Board and presented by the Canadian Mental Health Association.

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March 31, 2022

9:00 – 11:30 a.m.

Virtual Seminar (Zoom) Cost: **Free**

Information link: <http://wcb.pe.ca/OHSConference>

Registration link:

https://us02web.zoom.us/webinar/register/WN_vWcn_GwbBSECQjbioqWd8rg

FIRST AID: Emergency eyewash

Emergency Eyewash Stations and Shower Equipment

The first 10-15 seconds after exposure to a hazardous substance, especially a corrosive substance, are critical. Delaying treatment, even for a few seconds, may cause serious injury.

Emergency eyewash stations and shower equipment provide on-the-spot decontamination and allow workers to flush away hazardous substances that can cause injury.

Section 2.9 *Emergency Eyewash and Shower Equipment* of the [General Regulations](#), states employers must provide appropriate and accessible emergency washing facilities for workers where their eyes or skin may be exposed to harmful or corrosive materials.

For more information and guidance on these Regulations check out the following Prevention Update:

[Emergency Eyewash Stations and Shower Equipment \(wcb.pe.ca\)](#)

OHS Educational Information and Prevention Update on Health & Safety Orientation, from the PEI Workers Compensation Board

Did you know? Section 12 of the OHS Act requires employers to take every reasonable precaution to protect the health and safety of their workers.

To that end, a well-planned health and safety orientation makes a powerful statement about an organization's commitment to the health and safety of their workers.

The PEI Workers Compensation Board has valuable information for employers looking to provide OHS Education for their employees. They also have a new **Prevention Update on Health and Safety Orientation** that was recently approved and uploaded to the PEI WCB website at the following link:

[Health and Safety Orientation Prevention Update \(wcb.pe.ca\)](#)

Ongoing workshops and seminars provided by WCB

Ongoing workshops and seminars

OHS education consultants continue to offer regular calendar events throughout 2022, including topics related to safety committee practices, supervisor safety responsibilities, workplace inspections and investigations, and more. The current calendar of events and pre-recorded webinars can be found [here](#). To schedule an education session at your workplace or to find out more about the services our education consultants offer, please contact 902-368-5697 or toll free 1-800-237-5049.

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April 2022, Volume 20 Issue 4

April 28th: Day of Mourning

April 28th is the Day of Mourning, honouring the memory of workers who have been injured or killed on the job. On the Day of Mourning, the Workers Compensation Board encourages all Islanders to show their support for those affected by workplace tragedy by:

- Attending the ceremony hosted by the Prince Edward Island Federation of Labour
- Displaying a Day of Mourning poster: http://www.wcb.pe.ca/DocumentManagement/Document/pub_dayofmourningposter.pdf.
- Wearing a Day of Mourning lapel sticker.
- Lowering workplace flags at half-mast.
- Observing a moment of silence.

Posters and lapel stickers are available at the WCB website:

<http://www.wcb.pe.ca/Information/NewsItem/134>

Please join us in recognizing the Day of Mourning, and in strengthening the resolve to protect everyone in the workplace through improved health and safety, each and every day.

Safety Rights & Responsibilities of Self-Employed

Self Employed Person

Did you know that a self-employed person has safety rights and responsibilities, just like any worker or employer?

A self-employed person is defined under the *Occupational Health and Safety Act* as a person who is engaged in an occupation on that person's own behalf. They are expected to take all reasonable precautions to protect their own safety as well as that of others that are affected by their work. Self-employed persons also have the right to a healthy and safe work environment.

Employers who contract a self-employed person have a responsibility to inform that person of any known

hazards to which that person may be exposed while at the employer's workplace. For more information, check out the Prevention Update – Health and Safety Responsibilities for Self-Employed Person by copying and pasting the following link:

http://www.wcb.pe.ca/DocumentManagement/Document/pub_selfemployedpreventionupdate.pdf

Workplace Harassment (Virtual Seminar): May 26th 2022

Every worker has a right to a healthy and safe workplace free of harassment. There is growing evidence that shows exposure to harassment in the workplace has serious negative outcomes for everyone. Highlighting awareness and demonstrating actions that prevent harassment sends a message that promotes a work environment where harassment is not tolerated and will be addressed if it does occur.

This session will bring awareness to the types of harassment in the workplace, including sexual harassment, and discuss legal requirements for employers and workers as well as prevention strategies to help support a work environment that is free of harassment.

May 26, 2022

9:00 – 12:00 noon

Virtual Seminar (Zoom) Cost: **Free**

Information link: <http://wcb.pe.ca/OHSConference>

Registration link:

https://us02web.zoom.us/webinar/register/WN_3BsbJLUSU6laAWqlmtatA

Home Office Ergonomics – Avoiding Injury

Ergonomic considerations for home office arrangements *must* be taken into consideration to avoid workplace injury. Please see: “*Setting up a temporary home office*” (Institute for Work and Health newsletter and link to their free online Office Ergonomics training module) for info:

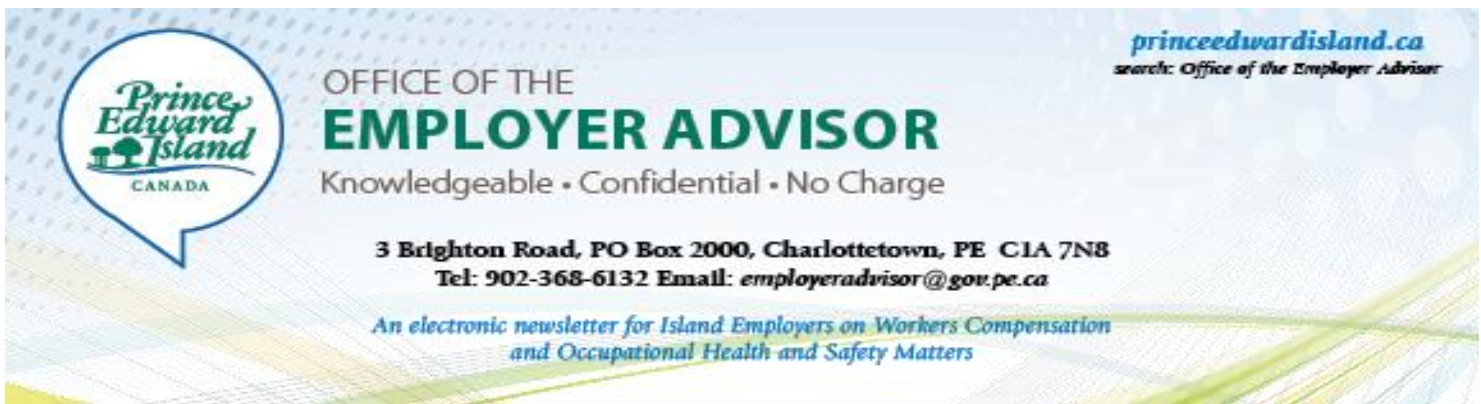
<https://www.iwh.on.ca/newsletters/at-work/100/setting-up-temporary-home-office>

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May 2022, Volume 20 Issue 5

PEI WCB Safe Youth Award, 2022

Did you know the WCB awards two \$500 prizes each summer to youth who demonstrate in their workplace an understanding of Occupational Health and Safety (OHS) principles? One prize is awarded in each of two categories: youth aged 15 – 19, and youth aged 20 – 24. Youth may apply on their own with an accompanying workplace reference, OR may be nominated by someone in their workplace who considers them as good candidates.

Each year the WCB reviews applications from youth from all over the Island, who are knowledgeable about and dedicated to their health and safety and that of their co-workers. Maybe, this year, the *Safe Youth Award* will go to someone in your workplace!

For application/nomination details, see [Safe Youth Award](#) at wcb.pe.ca.

Orienting New Workers to your Workplace

Will you be hiring new staff for the summer season? What a great excuse to review and update the *Health and Safety Orientation* you have in place for new workers. And, if you don't have a health and safety orientation to review, this is a good time to consider the benefits of creating one. Having a carefully-planned and regularly updated orientation in place for all new staff makes a powerful statement about your commitment to the health and safety of all in your workplace.

- Encourage gradual and meaningful learning to take place, with lots of opportunity for questions
- Increase worker understanding of their role, and that of their co-workers, in their OHS
- Know that you've covered everything you need to cover, and have left nothing to chance

For a good place to start when planning and implementing an effective orientation for new hires in your workplace, see [Health and Safety Orientation](#) prevention update at wcb.pe.ca.

Notice of Upcoming WCB Annual General Meeting

The Board of Directors of the Workers Compensation Board (WCB) of PEI invites all stakeholders and the general public to a virtual presentation of the WCB's 2021 Annual Report at their Annual General Meeting.

Wednesday, June 15, 2022 at 10:00 a.m.

Place: Virtual online

Zoom details will be sent to registrants via email upon registration.

Please RSVP to Jody Jackson: jsjackson@wcb.pe.ca
902-368-5688 or 1-800-237-5049

Request for Information – Online Course Development Service

**REQUEST FOR INFORMATION FOR
Online Course Development Service
For the Occupational Health and Safety Division**

For The Workers Compensation Board of PEI

This Request for Information ("RFI") is issued by the Province Prince Edward Island ("the Province") for the purposes of gathering information about the marketplace in order to assist in the determination of future purchasing options or requirements for the provision of **Online Course Development Services** for the Worker's Compensation Board of Prince Edward Island (WCB).

The purpose of this RFI is to solicit proposals from e-learning course developers who have the capacity to develop innovative learning solutions designed to provide remote and flexible workplace safety education options for PEI employers and workers. E-Learning courses can include various delivery methods (i.e. interactive e-learning, gamification, case studies, and knowledge assessments) and can be prepared as single or multiple touch points (single class or span of multiple series overtime). The selected organization will be responsible for taking existing content, supplied by the WCB, and developing these into e-learning workplace safety courses.

Submission Deadline: June 15, 2022

<https://www.princeedwardisland.ca/en/tender/peig-5900>

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June 2022, Volume 20 Issue 6

Proposed Legislative Amendments to Enhance Benefits: Feedback Requested by July 17, 2022

The PEI Workers Compensation Board is seeking feedback on proposed amendments to the *Workers Compensation Act* and General Regulations to enhance worker benefits. These amendments will:

- Enhance the current benefit rate for injured workers.
- Increase the current Consumer Price Index (CPI) cap on annual cost of living increases for Extended Wage Loss (EWL), pension and survivor benefits recipients.
- Adjust the current maximum assessable earnings level to better reflect current average wages in PEI.
- Increase lump sum and burial expense benefits paid as a result of a workplace fatality.

The mentioned proposed enhancements are in keeping with the WCB's commitment to providing fair and comprehensive compensation to Island workers and continue the trend of incremental benefit increases over the past decade. At the same time, the WCB has been able to provide additional savings to Island employers through regular rate reductions and surplus distributions. All of this has been made possible the WCB's healthy financial position, a result of an overall reduction in claims costs, and strong investment returns.

A consultation summary has been posted on the Legislative Feedback page of the WCB website at www.wcb.pe.ca/Information/LegislativeReview under the heading "Benefit Enhancements Consultation Summary." The PEI WCB is encouraging stakeholders to provide feedback on the proposed changes by **July 17, 2022**.

For questions regarding these proposed legislative amendments, please contact Barbara Groome Wynne, WCB Senior Policy and Planning Coordinator, at blgwynne@wcb.pe.ca.

Healthy Workplaces

The employer has the greatest responsibilities with respect to health and safety in the workplace and is required to take all reasonable precautions to protect workers. The employer is responsible for ensuring all safety requirements are communicated and enforced.

To help assess and improve health and safety performances, employers are encouraged to complete the following questionnaire for their organization:

<https://www.iwh.on.ca/tools-and-guides/iwh-organizational-performance-metric>

Annual General Meeting for PEI WCB: Highlights

The PEI Workers Compensation Board released its 2021 Annual Report during their Annual General Meeting on June 15, 2022. Financial results for 2021, as well as key metrics and initiatives related to health and safety, workplace injuries and return to work were included. The following statistics for WCB during 2021 are noted:

- 6,372 assessed employers
- 1, 826 claims adjudicated (92% acceptance rate)
- 1,012 Time-loss injuries
- No reported workplace fatalities
- 27.7 % of time-loss claims occurred in Health and Social Services
- Employer Satisfaction Index at 83.4
- Funding Status of 164.2% as of December 31, 2021
- Investment revenue of \$30.4 million dollars

To read a full copy of the 2021 annual report and audited financial statements, visit:

wcb.pe.ca/Information/AnnualReports

Sun Related Hazards – Ultraviolet Light (UV) Exposure

With the summer season upon us, it is important to manage worker exposure to UV light. Excessive exposure to UV rays can have negative health effects such as skin damage resulting from sun tans and sun burns. To help employers understand and reduce risks of sun related hazards, please visit the following link provided by WCB:

<http://www.wcb.pe.ca/sunsafety>

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July 2022, Volume 20 Issue 7

**PEI WCB Draft Policies:
Feedback Deadline August 28**

The PEI Workers Compensation Board has approved in principle changes to WCB policies. Employers are encouraged to provide feedback on these changes. The following policies have been approved for principle changes:

- Extended Wage Loss Benefits (POL-85)
- Hearing Loss (POL-09)
- Return to Work (POL-93)
- Time Frame Limitations for Claims Filing and Invoicing (POL-90)
- Vocational Rehabilitation (POL-117)

The deadline to provide input on these PEI WCB draft policies is **August 28, 2022.**

To view the draft policies and provide feedback, please visit the following link:
<http://wcb.pe.ca/Information/PolicyConsultation>

PEI WCB Employer Services

Employers do not need to wait for their Statement of Account to review their account balance with WCB. For their convenience, their account balance is available online using the WCB's Online Service. As a helpful reminder, when employers pay semi-annual payments, the second half of their payment is due by the end of August. Outstanding balance after **August 31st** are subject to service charges at a rate of 1.5% per month. To access WCB's online services, visit the link below:

<http://www.wcb.pe.ca/employers/OnlineServicesSignIn>

PEI WCB offers a voluntary monthly assessment payment option (MAPO) for filing and payment of assessments. To learn more information about MAPO or assessment payments, the Finance and Employer Services Division of the Workers Compensation Board can be contacted at 1-800-237-5049 or 902-368-5680. For more information on PEI WCB's website, please visit:

<http://www.wcb.pe.ca/Employers>

**PEI WCB Safe Youth Award 2022:
Deadline August 15**

Did you know that WCB PEI awards two \$500 prizes each summer to youth who demonstrate an understanding of Occupational Health & Safety (OHS) principles in their workplace? Each year the WCB reviews applications from youth all over PEI, who are knowledgeable about and dedicated to their health and safety and that of their co-workers. For nomination and application information, see the "Safe Youth Award" section of the following link:

<http://www.wcb.pe.ca/Workplace/Programs>

PEI Pride Festival: July 16th – 24th

A celebration of all 2SLGBTQIA+ individuals, colleagues, workers, employers, etc. The Office of the Employer Advisor joins in with celebrating PEI's 2SLGBTQIA+ community. Recognition of the need for a fair and equal workplace fuels the positive strides toward inclusivity and diversity. Working together, we will build a stronger PEI.

For PEI Pride Festival information, visit:
<https://www.pridepei.ca/>



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August 2022, Volume 20 Issue 8

August is National Wellness Month

Well-being is an ongoing practice of small, daily acts that allow people to manage stress, be more productive, and feel happier and healthier. Employers can help employees with their well-being by infusing the following ideas into the workplace:

- **Embrace a self-care mindset:** Let employees know that spending time focusing on their well-being is something your organization supports. Employers should also practice self-care themselves. Employees visibly seeing that well-being is valued by their work will prompt them to focus on their own self-care.
- **Encourage employees to engage in physical activity during the workday:** Offer ways for employees to move more at work. Walking meetings, lunchtime strolls, step challenges, and rewards for not using the elevator are all good examples to encourage physical activity in the workplace.
- **Incorporate Stretching:** As a part of a wellness update, suggest stretches or yoga poses that employees can do on their own time.
- **Encourage Water Consumption:** Make it easy for employees to drink water throughout the day with easily accessible water coolers. Employers could also host a wellness challenge around increasing water consumption with a giveaway as an incentive.

For more ideas on how to incorporate well-being into the workplace, visit:

<https://www.webmdhealthservices.com/blog/august-is-national-wellness-month-lets-make-well-being-a-priority-all-year-long/>

WCB PEI: Employer Services

Employers are reminded that the deadline to make adjustments to their WCB PEI 2022 assessable payroll estimate is **November 1, 2022**. To assist with this process, the annual payroll revision forms for 2022 will be sent to

employers in September. Payroll revision forms can be submitted by mail, fax, through WCB PEI online services portal or by email to safetymatters@wcb.pe.ca. If your 2022 estimated payroll is significantly less than the 2022 actual payroll, the following estimating penalties will be applied:

- *If the actual payroll filed for the year exceeds the payroll estimate by more than 25%, an underestimating penalty will be levied.*
- *The penalty shall be equal to 10% of the difference between the actual payroll assessment and 125% of the estimated payroll assessment.*
- *The penalty is not levied when it amounts to less than \$50.*

If you have questions around the PEI WCB payroll revision process, please contact WCB Employer Services at 902-368-5680 or toll free 1-800-237-5049.

WCB PEI Virtual Seminar Series: Workplace Violence in Healthcare October 26, 2022

Workplace violence in healthcare is more prevalent than we may realize and, as a result, health care workers are at an increased risk of physical and/or psychological injuries. Join WCB PEI and AWARE-NS virtually on **October 26, 2022**, as they discuss workplace violence and the key components of a violence prevention program; including policies, risk assessments, control measures and staff training.

Registration is required. To sign up, please visit:

https://us02web.zoom.us/webinar/register/WN_Qv0AJG91QFa3Yh2XdOA1HQ

WCB PEI: Work Disability Prevention

Work disability prevention is any workplace activity or organizational program or policy designed to support workers remaining at work. Effective work disability prevention strategies can help reduce missed time from work and associated costs. For more information on developing a Work Disability Prevention Program, refer to WCB PEI's guide: <https://bit.ly/3T9byks> or call WCB at 902-368-5680/1-800-237-5049.

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September 2022, Volume 20 Issue 9

Indoor Air Quality

Indoor air quality (IAQ) is an important health and safety concern for workplaces. When indoor air is not adequate there may be issues such as absenteeism, loss of productivity, increased health issues, or strained relations between employees and employers. Six basic IAQ control strategies are:

- **Source Management:** the action of identifying, avoiding, isolating, or removing a source of air contamination.
- **Local Exhaust:** involves the removal of point sources of pollutants before they can disperse into the indoor air by expelling contaminated air directly outside.
- **Ventilation:** introduces outdoor air into a building to displace or dilute contaminants in the indoor air.
- **Exposure Control:** includes adjusting the time and location of building occupancy to minimize exposure to intentionally released air contaminants.
- **Air Cleaning:** capturing particles in the air.
- **Education:** providing building occupants information about IAQ.

For more information on indoor air quality, visit:
https://www.ccohs.ca/oshanswers/chemicals/iaq_intro.html

PEI WCB Policy Consultation: Deadline October 23, 2022

Following the September 22 meeting of the Board of Directors, the PEI WCB is currently accepting feedback from employers, workers and the public on the following policies:

- Prescription Eyewear (POL-06)
- Travel and Related Expenses (POL-03)

Feedback can be submitted until **October 23, 2022**.

Details and more information can be found at:

<https://bit.ly/3RS2Bdq>

PEI WCB Safety During Post-Storm Clean-Up

As PEI recovers from Fiona, safety is a priority as many may be taking on new tasks and working long hours. PEI WCB has many resources available to support employers and workers alike and it has compiled these resources in an easy-to-find location on its website. Topics covered include safety for workers and contractors new to a job, using ladders, cranes, chainsaws, gas or propane fueled equipment and avoiding working fatigued. To access this resource, please see the following link:

<https://bit.ly/3SHEVJp>

PEI WCB Fall Workshop Schedule

PEI WCB 2022 Fall Workplace Safety Workshops are in full swing. Virtual, in-person and recorded sessions are offered for convenience of both employers and workers. Registration is required for all virtual and in-person sessions while recorded sessions may be accessed at any time. To register, obtain the workshop schedules, and find out more information, please visit the following link:

<https://bit.ly/3CZfX3r>

PEI WCB Policy Updates

At the September 22, 2022 meeting, WCB PEI's Board of Directors has approved changes to the following policies: Hearing Loss (POL-09), Extended Wage Loss Benefits (POL-85), Time Limit for Workers to File a Claim (POL-90, new name), Return to Work (POL-93) and Vocational Rehabilitation (POL-117). To view these updated policies, please visit the following link:

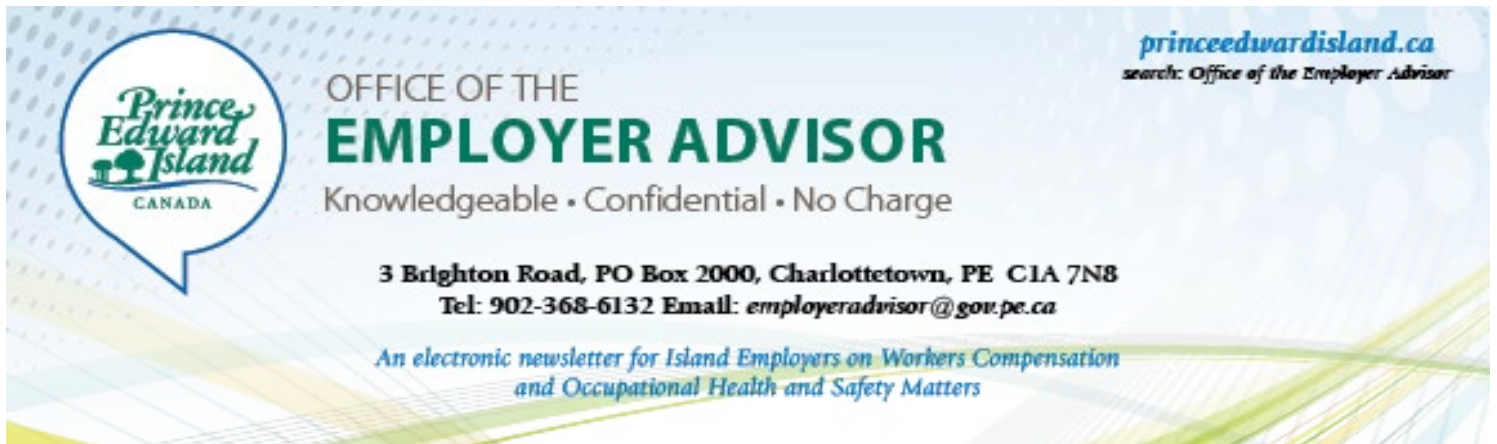
<https://bit.ly/3RWa1Ms>

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October 2022, Volume 20 Issue 10

PEI WCB Hands-On Workshop: November 24, 2022

PEI WCB, in partnership with the Construction Association of Pei (CAPEI), will be hosting a new, hands-on workshop called **“Silica Dust Safety and You”**. Silica dust is a hazard that needs to be properly managed in the workplace in order to protect workers and prevent disease. Participants will learn about silica dust management, how to protect themselves and others, and prevent disease. To register for this workshop and access additional information, visit:

<https://bit.ly/3CZfX3r>

PEI WCB Policy Updates

At their October 27, 2022 meeting, the PEI WCB Board of Directors approved policy changes related to the reimbursement of travel expenses and the replacement of prescription eyewear. The Travel and Related Expenses (POL-03) will bring reimbursement rates for worker motor vehicle travel more in line with current fuel prices going forward. The Prescription Eyewear policy (POL-06) will allow more frequent prescription eyewear replacement for workers who require it as a result of a workplace injury. To view these updated policies on PEI WCB’s website, visit:

<https://bit.ly/3RWa1Ms>

PEI WCB – Free OHS Division Services

PEI WCB’s Occupational Health and Safety (OHS) Division offers a wide range of free services to employers. Their OHS Education Consultants can come to workplaces to provide tailored on-site guidance and workshops. There is also a large library of resources available at PEI WCB’s website. Inquiring about OHS custom training can be done via email at ohs@wcb.pe.ca or toll-free 1-800-237-5049.

To access online resources, please visit:

<https://bit.ly/3Ne12FT>

Emergency Preparedness

As Islanders recover from the after-effects of Fiona, emergency preparedness is a concern for many. Occupational Health and Safety laws in every jurisdiction require employers to plan for workplace emergencies. Emergency plans should account for all types of emergencies to which a workplace could reasonably be exposed. Examples of emergencies that should be included in a workplace emergency plan include man-made emergencies, power outages, explosions, hurricanes, floods and blizzards.

In all emergency situations, protecting the life and personal safety of employees, clients and visitors take precedence over protecting property. OHS insider provides an **“Emergency Preparedness Report”** which guides employers through what is required to stay compliant but also enables employers to be prepared when faced with emergency situations. A part of this report includes 8 Emergency Preparedness tips, included below.

8 Emergency Preparedness & Response Tips:

1. Plan for a Wide Variety of Emergencies
2. Make sure Key Players in Plan know their Roles
3. Include Contractors in Emergency Planning
4. Address Needs of Disabled Workers
5. Make sure Emergency Exits are Accessible
6. Coordinate Emergency Planning with Local Authorities
7. Do Practice Drills – and Revise Plan based on Results
8. Plan for Impact of Emergencies on Business Operations

For the full report which dives further into these tips and provides additional information, please visit:

<https://ohsinsider.com/why-is-emergency-preparedness-important/>

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*An electronic newsletter for Island Employers on Workers Compensation
and Occupational Health and Safety Matters*

November 2022, Volume 20 Issue 11

5 Winter Weather Hazards & How to Guard Against Them

Cold weather, ice, and snow creates several safety and liability challenges. Ensuring your organization is prepared for winter hazards and risks should be an integral part of your larger emergency response planning and procedures. Here are 5 key hazards and what you can do to manage them:

- 1) **Slips, Trips & Falls (STFs)** are the most common incidents resulting in loss-time injuries. While STF prevention is a year-round priority, extra efforts are required in the winter. Keep entries, walkways, parking lots and other common areas where people walk free of snow and ice.
- 2) **Snow & Ice Removal Hazards** requires workers that are being charged with snow removal duties receive proper training on how and where to remove snow and ice without creating a danger to themselves or others. Workers should be using the correct PPE, wear protective clothing for snow removal, have adequate snow removal equipment and supplies readily available.
- 3) **Hazards to Buildings & Building Systems:** Snow accumulation and freezing temperatures create the risk of roof collapse and freezing pipes. Carry out pre-winter inspection and winter monitoring to guard against cold weather hazards to your building's outer structure, systems, and equipment, including those for fire suppression, sprinklers, heating, ventilating, air conditioning & water supply.
- 4) **Fleet & Vehicle Hazards** are caused by winter weather's hazardous road conditions. These road conditions often create traffic delays, closed roadways and vehicular accidents. Train workers how to drive safely in winter conditions. Also ensure that workers inspect their vehicles to ensure they are properly winterized and safe to operate in the snow and ice.
- 5) **Other Health & Safety Hazards to Workers.** Working in snow, ice, and cold conditions exposes workers to other dangers that must be addressed. There should be OHS policies and procedures covering proper PPE and clothing for cold weather work, guarding against cold stress hazards, fall protection, WHMIS, etc.

For further information on winter weather hazards, please visit:
<https://ohsinsider.com/5-winter-weather-hazards-how-to-guard-against-them/>

PEI WCB 2023 Rates and Surplus Distribution

On November 7, 2022, the PEI WCB announced a 4.2% reduction of its estimated average assessment rate of Island employers for 2023. This brought the 2023 rate to \$1.37, down from \$1.43 in 2022. In addition, the PEI WCB Board of Directors also approved a \$22 million surplus distribution to employers. This surplus distribution is considered yearly and based on investment returns. Click here for announcement details: <http://bit.ly/3XGjCLH>

PEI WCB 2023 OHS Winter/Spring Training Catalog

The PEI WCB 2023 OHS Winter/Spring Training Catalog is now online. These workshops and training sessions are offered free of charge to PEI employers and workers. Choose from over 20 sessions that will be offered in-person and online, starting January 10, 2023, and ending May 30, 2023. Pre-recorded webinars are also available for viewing anytime. To access the updated OHS Training catalog, visit: <http://bit.ly/3FdnNHO>

PEI WCB OHS Hazard Alert – Equipment Maintenance

The PEI WCB's Occupational Health and Safety (OHS) Division issued a Hazard Alert earlier this month to highlight the need to properly maintain equipment. Hazard Alerts are issued to alert people, workers, employers or an industry of the potential danger or risk and offer guidance on how to mitigate that danger or risk in the workplace. To view the Hazard Alert on equipment maintenance, please visit: <http://bit.ly/3ON0zLq>

PEI WCB - Direct Access to Physiotherapy

Did you know that as an employer, you play a collaborative role in worker recovery and return to work? Both you and your workers have direct access to approved physiotherapists for assessment of work-related injuries. Assessing and treating injuries in a timely manner leads to positive outcomes for both employers and workers. For more information on Direct Access to Physiotherapy and the list of approved providers, please visit: <http://bit.ly/3in07aQ>

PEI WCB OHS Hazard Alert – Blind Spots

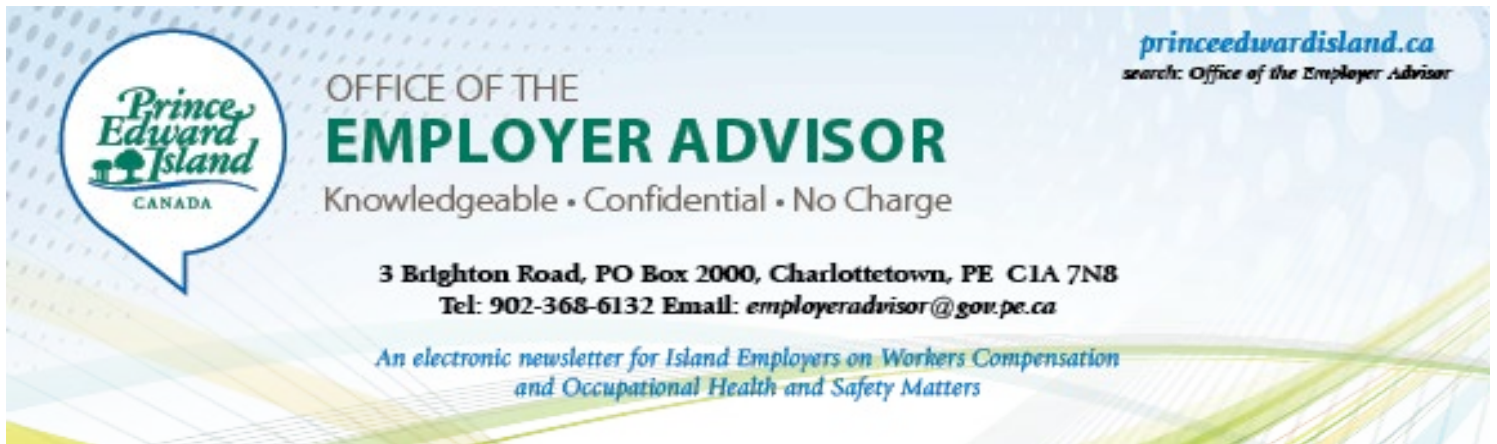
Every year, workers are killed and injured by backing vehicles and machinery. The main problem is blind spots and heavy equipment. Limited vision out of back windows, or around long truck beds and equipment, can result in operators not seeing other vehicles, obstacles, coworkers, or pedestrians. If you're in a blind spot and the operator doesn't know you are there, you could be struck by heavy equipment. Click here for the Hazard Alert on blind spots: <http://bit.ly/3AUjxKJ>

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December 2022, Volume 20 Issue 12

PEI WCB Policy Consultation –

January 12, 2023 Feedback Deadline

Following the December 8 meeting of the Board of Directors, the PEI WCB is currently accepting feedback from employers, workers and the public on the following policies:

- Orthoses, Prostheses, and Assistive Devices (POL-30)
- Health Care Providers – Roles and Responsibilities (POL 64)
- Health Care Benefits – General Principles (POL-92)

Feedback can be submitted until **January 12, 2023**. For more information and to view the above draft policies, please visit:

<https://bit.ly/3RS2Bdq>

PEI WCB Surplus Distribution –

December 31, 2022 Deadline

All PEI employers who have qualified to receive their portion of the 2022 surplus distribution with PEI WCB have now received their payment either by cheque, electronic fund transfer (EFT) or as a credit on their employer account. Employers have until **December 31, 2022**, to file actual 2021 payroll information with the PEI WCB in order to receive their surplus portion. For more information on this matter, employers can contact PEI WCB with the following contact methods:

Email: safetymatters@wcb.pe.ca

Phone: 902-368-5680

PEI WCB Employer Registration Packages –

February 28, 2023 Deadline

Employer registration packages with PEI WCB will be going out to employers on **January 3, 2023**, either by mail or online services notification. The deadline for employer registration is **February 28, 2023**. For more information on the registration process, please visit:

<http://bit.ly/3HVa0an>

PEI WCB OHS Workshops

The first PEI WCB Occupational Health and Safety workshop of the New Year takes place online on **January 10, 2023**, addressing Workplace Wellness. Join one of their OHS Education Consultants for a 1-hour online Zoom session to discuss the benefits and steps to implement a health and wellness program in the workplace. For detailed information, registration, and a full list of other OHS workshops, please visit: <https://bit.ly/3FdnNHO>

Cold Stress Exposure Control Policy

Exposure to low temperatures, snow, wind and ice, can endanger your workers and lead to frostbite, hypothermia and other conditions. If your workers work outside in the winter or in cold indoor environments such as meat freezers, your company should have a cold stress exposure policy. To view a model policy on exposure control for cold stress, please visit:

<https://ohsinsider.com/cold-stress-exposure-control-policy/>

Happy Holidays from the Employer Advisor Office

The Office of the Employer Advisor wishes you and yours a very Happy Holiday season and a peaceful and prosperous New Year!



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