

THIS AMENDMENT TO AN AGREEMENT ENTERED INTO BY THE PARTIES
WHOSE EFFECTIVE DATE IS THE 1st DAY OF APRIL 2017 IS MADE IN DUPLICATE
BETWEEN

THE WORKERS' COMPENSATION BOARD

A corporation continued pursuant to the provisions of s. 9(1) of *The Workers' Compensation Act, 2013*, SS 2013, c. W-17.11, and amendments thereto ("WCAct")
(hereinafter referred to as the "WCB")

- and -

THE SASKATCHEWAN SOCIETY OF OCCUPATIONAL THERAPISTS

A corporation established pursuant to *The Registered Occupational Therapists Act, 1971* and continued as a corporation pursuant to *The Occupational Therapists Act, 1997* and amendments thereto ("OTAct")
(hereinafter referred to as the "SSOT")

WHEREAS the WCB and the SSOT have developed and wish to continue a collaborative relationship for the mutual benefit of Workers, Employers and Occupational Therapists;

AND WHEREAS the WCB has a statutory obligation to provide medical services to Workers;

AND WHEREAS the WCB desires to provide quality medical services to Workers;

AND WHEREAS the WCB desires to engage the services of Occupational Therapists to provide occupational therapy services to Workers in an effort to improve client's function and independence in the workplace and in their daily lives;

AND WHEREAS the SSOT, pursuant to the OAct has, among its other statutory obligations, the obligation to license its members, set standards of practice and to investigate complaints and, when a complaint is founded to discipline its members.

AND WHEREAS the SSOT has adopted a document entitled "The Essential Competencies of Practice for Occupational Therapists in Canada, 3rd edition", as the Society's standards of practice.

AND WHEREAS the WCB has consulted with the SSOT regarding issues surrounding the provision of occupational therapy services to Workers by Occupational Therapists and the periodic and ongoing review by the WCB of the provision of occupational therapy services to Workers by Occupational Therapists;

AND WHEREAS the WCB is desirous of obtaining advice/input from the SSOT when implementing and/or amending the following documents:

- a) The WCB Accreditation Standards;
- b) The WCB Service Provider Guidelines;
- c) The WCB Service Fee Schedule;
- d) Invoicing requirements and invoicing templates; and
- e) Reporting templates

And when dealing with any other matters respecting the provision of occupational therapy services to Workers through the WCB.

AND WHEREAS the SSOT is agreeable to providing to the WCB advice/input with respect to such matters.

NOW THEREFORE, this Agreement witnesseth that in consideration of the mutual covenants hereinafter contained the WCB and the Council (the "Parties") agree as follows:

1.1 Except for those terms that are specifically altered by this Amendment, all of the terms and conditions of the Agreement entered into and commencing on the 1st day of April, 2017 shall continue in full force and effect.

1.2 The Accreditation Standards and Service Provider Guidelines for Saskatchewan Workers' Compensation Board Primary Occupational Therapy Service Providers are amended as follows:

**Accreditation Standards and Service Provider Guidelines for
Saskatchewan Worker's Compensation Board Primary
Occupational Therapy Service Providers**

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**Accreditation Standards and Service Provider
Guidelines for Saskatchewan Worker's
Compensation Board Primary Occupational Therapy
Service Providers**

Intent

This document sets out the following information for occupational therapists providing services to WCB customers:

- Accreditation standards.
- Service provider guidelines.

Introduction

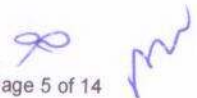
1. All occupational therapists providing services to WCB customers will comply with:
 - a. Accreditation Standards and Service Provider Guidelines for Saskatchewan Workers' Compensation Board Primary Occupational Therapy Service Providers.
 - b. Service Fees and Fee Codes for Saskatchewan Workers' Compensation Board Primary Occupational Therapy Service Providers.
 - c. The practice standards and ethical requirements of the Saskatchewan Society of Occupational Therapists.
 - d. Current and future WCB policy, where the policy does not contravene the practice standards and ethical requirements of the Saskatchewan Society of Occupational Therapists, and
 - e. All sections of The Workers' Compensation Act, 2014 (the "Act").
2. WCB accredited occupational therapists that do not want to provide services to WCB customers should immediately notify Medical and Health Care Services. The WCB will revoke their accreditation.
3. By providing care to WCB customers, occupational therapists automatically indicate their:
 - a. Understanding of this Agreement.
 - b. Willingness to comply with this Agreement, and
 - c. Intent to maintain WCB accreditation.

Professional Affiliation and WCB Accreditation Requirements

4. The WCB requires all occupational therapists providing services to WCB customers to be:
 - a. Members in good standing with the Saskatchewan Society of Occupational Therapists, and
 - a. Accredited as a WCB service provider.
5. Occupational therapists seeking accreditation will provide the WCB:
 - a. Proof of their Occupational Therapy degree.
 - b. Their current license to practice, and
 - c. Proof of malpractice insurance (i.e., individual coverage or a letter from the occupational therapist's employer confirming coverage).
6. The application and process for accreditation can be found on www.wcbsask.com. Occupational therapists will provide all treatment. Occupational therapists that want to provide care to WCB customers will apply for WCB accreditation.
7. WCB accreditation ensures WCB customers receive care from qualified occupational therapists that are independent of:
 - a. Adjudication and insurance decisions, and
 - b. Employer influence.
8. Based on objective and documented medical findings, accredited occupational therapists will make decisions regarding:
 - a. Continued treatment.
 - b. Return-to-work, and
 - c. The need for assessment team review.
9. Occupational therapists must function as:
 - a. Independent providers, and
 - b. Objective providers.
10. Occupational therapists must refuse to advocate on behalf of employers or workers regarding the cause of injuries or ongoing benefits. When requested, occupational therapists will remind the customer of the WCB:
 - a. Appeals processes, and
 - b. Fair Practices Office.

Both of whom have access to medical expertise to address any concerns raised.
11. Occupational therapists will not note their affiliation with the WCB in any:



- a. Advertising, or
- b. Promotional material information.

Practice Guidelines

Intake and Assessment Guidelines

12. After receiving referral from a care provider or worker contacting the occupational therapist directly, the occupational therapist will send a Primary Level Authorization to Treat – Occupational Therapy form (available at www.wcb.sask.com) to the WCB.
13. When the occupational therapist receives the signed authorization form, they will provide an intake appointment as soon as possible. However, where the referral is of an urgent nature, (i.e. worker has sustained a hand injury or surgery to the hand within the past three weeks), the therapist will commence treatment and, where treatment is not approved by the WCB, WCB will fund up to five treatments or date of disallowance letter, whichever comes first.
14. The occupational therapist will complete an intake assessment to determine the health care needs of the injured worker. To help create a return-to-work plan, the occupational therapist will contact the employer to determine the type of work and demands required of the injured worker. This contact will involve transitional Return to Work as well as final RTW efforts.
15. Occupational Therapists or the employing clinic that enter into agreements with employers or the treatment of workers for work-related injuries or have received employer based referral or employer funded work assignment within the past year will ensure the worker's written consents to treatment acknowledges both that relationship and that the worker is aware he or she may choose another provider.
16. Consent forms will be signed by the worker for in clinic assessment/treatment as well as any work site assessment/treatment where the worker or therapist feels a work related injury may have occurred.

Management Guidelines

17. WCB customers will receive care equivalent to the:
 - a. Type and severity of injury,
 - b. Stages of tissue healing, and
 - c. Availability of the worksite to provide therapeutic progressions.
18. Primary level treatment will not exceed two hours per day.
19. Occupational therapists will book a maximum of three customers in an hour to ensure adequate time for:
 - a. Occupational therapy care,

- b. Education,
- c. Reassurance, and
- d. Return-to-work discussion

20. This ratio does not apply for:

- a. Back classes,
- b. Education classes,
- c. Conditioning programs, or
- d. Work hardening programs.

21. In programs involving strength training, the staff/customer ratio will not exceed one to six. In non-strength training programs, the staff/customer ratio will not exceed one to 12. Customers, regardless of the type of health care delivered or received, will be supervised individually or in a group setting, always with an occupational therapist in the room.

Discharge Guidelines

22. WCB customers are discharged from treatment when:

- a. There are no occupational or functional gains being made, or
- b. The injured worker moves into a secondary or tertiary program.

23. The WCB recognizes that some WCB customers with permanent functional impairment may require additional care to manage the flare-ups.

24. Occupational therapists do not need to send new Primary Level Authorization to Treat forms if the injured worker requests further treatment within 30 days of being discharged. If the request is made after 30 days, the occupational therapist must send a new form and confirm funding before continuing treatment.

Identifying the Need for Re-Assessment

25. The occupational therapist will notify the WCB that an assessment team review is required where more comprehensive care is needed because:

- a. The worker is not progressing and is not recovering from the work injury, or
- b. Psychology and or pain management services are required.

The assessment team review will determine if secondary or tertiary level care is more appropriate. The occupational therapist will continue treatment prior to the assessment team review only where the injured worker will benefit from continued treatment.

26. Where a worker, as a result of an assessment team review or physical/functional capacity evaluation, requires secondary or tertiary level care, the WCB Health Care Services Coordinator will refer the worker to a secondary/tertiary care centre if the primary care provider does not express a preference of secondary/tertiary treatment

