



Workers' Compensation Board (WCB) Coverage for Field Experiences

PURPOSE

To ensure that all Education students are eligible for Workers' Compensation Board (WCB) benefits if they sustain an injury during the course of a work-based learning assignment (school placement).

PROCESS

1. All Education students will complete the WCB Agreement Schedule "C" Work-Integrated Learning Consents and Waiver of Liability, at the start of the program, prior to the first school placement. This one form will apply to all school placements.
 - a. **Note:** Coverage is not applicable or available for any placement or portion of a placement that takes place outside of Saskatchewan or on a First Nation.
2. WCB forms must be signed by the student, witnessed, and returned to the College of Education.
3. Signed copies of WCB forms will be retained by the College of Education for a minimum of two years after the completion of the program to correspond with provincial statutes.
4. **In the event of an injury** sustained during a school placement:
 - a. The student must notify the Facilitator (EDST 321/322, EXPR 422 or EXPR 423/242/425) or Field Coordinator (EDST 213), collaborating teacher, and school principal.
 - b. The student must report the injury to the WCB using the Workers Initial Report of Injury (W1).
 - c. The collaborating teacher or principal must report the injury to the WCB using the Employer's Report of Injury (E1) form.
 - d. Reporting by the student and school personnel must occur within five (5) days of the incident.
5. Form Submission:
 - a. W1 and E1 forms can be submitted by one of the following methods:
 - i. Online: <https://myaccount.wcbask.com/online-services/report-an-injury>
 - ii. Email: forms@wcbask.com (please send either a picture (JPEG) or a PDF document)
6. Annual Reporting:
 - a. The College of Education must provide an annual report to Safety Resources (USask) who then compiles a report for the Ministry of Advanced Education, which confirms:
 - i. the total number of participating students in WCB benefits for the current academic year.
 - ii. the number of work-based learning assignments (clinical placements) undertaken in the current academic year.
 - iii. that each participating student has signed a WCB Agreement Schedule "C" Work-Integrated Learning Consents and Waiver of Liability.

Note: WCB does not apply to students in placements in First Nations Communities.