Saskatchewan Workers' Compensation Board
200-1881 Scarth St.
Regina, SK S4P 4L1
wcbsask.com
Phone: 306.787.4370
Toll free: 1.800.667.7590
Fax: 306.787.4311
Toll free fax: 1.888.844.7773
Email: forms@wcbsask.com

Click on any field to start editing.

E1

Reset Form

Employer's Initial Report of Injury

WCB claim number:

Reporting options: 1) Phone: 1.800.787.9288 2) wcbsask.com 3) Fax 4) Email: forms@wcbsask.com

Has this incident already been reported to the WCB by the worker or a health-care provider? ☐ Yes ☐ No ☐ Unsure

Claim number (if known): _____

Is this injury related to a previous injury that has a past WCB claim? ☐ Yes ☐ No ☐ Unsure

Claim number (if known): _____

Section A: employer information

Business name: _____

Address: _____

City: _____ Prov: ____ Postal code: _____

Phone: _____

WCB firm number: _____

Industry rate code: _____

Contact for general questions/inquiries

Contact person: _____

Phone: _____

Email: _____

Position: _____

Section B: worker information

Name: _____

Address: _____

City: _____ Prov: ____ Postal code: _____

Email _____

Phone(s): _____ / _____

Specific division (if applicable): _____

Occupation: _____

Social Insurance Number: _____

Date of birth: _____ Gender: ☐ Male ☐ Female
MM/DD/YYYY

Hire date: _____
MM/DD/YYYY

Section C: injury information

1. Injury date: _____ 2. Fatality? ☐ Yes ☐ No
MM/DD/YYYY

3. Reported to employer on: _____ 4. Province/state of injury: _____
MM/DD/YYYY

5. Area of body injured: _____

6. In your own words, describe the incident as best you can: _____

7. Did the worker receive care from a health-care professional or visit a health-care facility due to this incident?
☐ Yes ☐ No ☐ Unsure

8. Do you have any reason to believe that this is not a work-related incident? ☐ Yes ☐ No

Explanation (if applicable): _____

9. Name of health-care provider or facility (if known): _____

10. Additional comments: _____

Section D: wage and employment information

11. Has or will the injured worker miss time from work after the date of injury? ☐ Yes ☐ No ☐ Unsure

12. First day off and time worker left work due to this injury: Date: _____ (MM/DD/YYYY) Time: _____ ☐ a.m. ☐ p.m.

13. Has the worker returned to work? ☐ Yes ☐ No ☐ Unsure
If yes, when did the worker return to work? _____ (MM/DD/YYYY)

14. Was the return to work for full or modified duties? ☐ Full duties ☐ Modified duties

15. Which best describes the worker's employment? ☐ Full time - hourly ☐ Full time - salary ☐ Part time - hourly ☐ Part time - salary ☐ Piecework ☐ Owner/operator ☐ Casual ☐ Other

Comments (if applicable): _____

16. What is the worker's gross (bi-weekly, monthly, annual) _____ salary? $ _____
If hourly paid, how many hours per week does the worker work? _____
If hourly paid, what is the worker's hourly wage? $ _____

17. What were the gross earnings for the worker from either the 52 weeks prior to the first day off due to injury or since the date of hire (if less than 52 weeks)? $ _____

18. Date range for earnings _____ (MM/DD/YYYY) to _____ (MM/DD/YYYY)

19. Was the worker off work without pay at any time during the above gross earnings period? ☐ Yes ☐ No
If yes, how many total working days was the worker off without pay? _____

20. What was the reason for this unpaid time off? _____

21. Does the worker have regular days off? ☐ Yes ☐ No
If "Yes," mark which days off: Sun Mon Tue Wed Thu Fri Sat
If "No," mark the days off for the month of the injury, plus one month before and one month after the first day off due to injury-

Month of injury period	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Month after injury period	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Month before injury period	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

22. TD1 exemptions: ☐ Single ☐ Spouse, if partial Provincial amount $ _____ Federal amount $ _____
☐ Other $ _____ Number of children 18 years or younger: _____

23. Who should receive earnings loss payments? ☐ Worker ☐ Employer

24. Additional comments: _____

Section E: wage and employment contact

Name: _____ Phone: _____
Email: _____ Position: _____

Section F: declaration

I declare all the information provided is true and correct. I understand that criminal prosecution or penalties may result from any attempt to (1) obtain compensation benefits by fraudulent means and/or (2) prevent collection of compensation benefits.

Please print and sign form before mailing/faxing.

Date (MM/DD/YYYY) _____ Name (please print) _____ Signature _____