

## Medical Review Panel member responsibilities

As a Medical Review Panel member your responsibilities include:

- Providing possible dates you are available to examine the worker.
- Offering your office space as a location for the examination of the worker, if required.
- Attending the examination once a date, time and location are decided.
- Reviewing all information from the Saskatchewan Workers' Compensation Board (WCB) claim file before the examination. A copy of the WCB claim file will be sent to you by board services' staff prior to the date of the Medical Review Panel examination.
- Examining the worker and reviewing all diagnostic information and test results.
- Restricting any contact with the worker or their representative prior to the examination (if this is one of your patients) to ensure a fair and unbiased decision.
- Participating in a decision with the other panel members by answering the six questions posed in Section 63 of [The Workers' Compensation Act, 2013](#).
- Protecting the privacy of the worker through the proper care of all documentation provided. Once the panel is complete, appropriately destroying all documentation one month after the panel examination has been completed.
- Ensuring that the decision arrived at by the panel members specifically answers the medical question that was put forth in the enabling certificate.
- Ensuring that the decision is limited to medical issues and does not encroach on adjudicative issues (such as medical benefits or compensation) as adjudicative issues remain within the exclusive jurisdiction of the board.
- Participating in discussions with the other panel members and the chair should the WCB request clarification on the panel's decision. If amendments to the final certificate are required, the chair must provide board services with an amended certificate with the initials of each panel member or written correspondence confirming the panel member's agreement to the amendments. Should significant amendments be required, the amended copies of the panel's decision must be signed by all panel members.



- Ensuring the principles of natural justice are followed, which includes that:
  - The worker has an opportunity to provide information concerning the issue before you.
  - The worker is entitled to a decision from an unbiased decision maker.
  - The panel members and the chairperson must be the ones to decide on the question posed.

If you have any questions, please contact board services at the WCB by phone: 1.800.667.7590 or email: [boardappeal@wcbask.com](mailto:boardappeal@wcbask.com).