

# Procedure 5.15.1 - EIP Eligibility Criteria

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## Process Overview

This procedure describes the Employment Incentives Program (EIP) and outlines the eligibility criteria.

## Process Details

1. A worker may be eligible to participate in an EIP when it is likely that they will return to work, as per the hierarchy of objectives.
  
2. An Employer may be eligible to participate in an EIP when:
  - a. there is a strong probability of long term, full time employment for the worker upon completion of the program; and
  - b. the employer exhibits a strong commitment to assisting injured workers in returning to the workforce while recognizing their potential value and abilities; and
  - c. when the potential employer demonstrates appropriate financial stability.

**Note:** The EIP program is not intended for use with the pre-accident employer.

3. Potential Employers may be identified through:
  - o the Case Manager(s); or
  - o the worker.
  
4. Once a potential worker and employer match is identified, the Case Manager:
  - o obtains a job description;
  - o defines the employer's expectations;
  - o defines the worker's expectations;
  - o determines the appropriateness of the position per the worker's skills and abilities;
  - o obtains medical confirmation, if necessary; and
  - o obtains labour market information outlining the availability of similar jobs and salary information. If the occupation is not reasonably available according to the labour market information, the WCB may take a risk in accepting the EIP agreement as this particular job is available to the worker.
  
5. Once the Case Manager has identified this information, the worker's and the employer's suitability and eligibility for an EIP is determined.

6. If the Case Manager determines an EIP is possible for the two parties, they will ensure a job description and any other pertinent labour market information is forwarded to the worker, and also that the worker provides the employer with an up-to-date resume.
  
7. The employer contacts the worker for an interview.
  
8. If all parties are in agreement, an EIP contract will be established through negotiation between the worker, the employer and the Case Manager (see [Procedure 5.15.3](#) - EIP Contract).