



Connecting members, advancing knowledge Relier les membres, développer les connaissances

Interjurisdictional Agreement (IJA) Committee - AWCBC Work Plan

Executive Sponsor: Sophie Genest QC	Committee Chair(s): Paula Arab (2022-2023)	Date Updated: May 17th, 2023
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Mandate	<i>Defines expectations / responsibilities. Facilitates better focus on objectives and activities by which the committee operates.</i>
To support Interjurisdictional co-operation and awareness on Workers' Compensation matters through monitoring evaluating, upholding and improving the IJA and its application.	

Goals	<i>Based on your mandate, set realistic and specific goals. What is the long-range aim? What do you hope to achieve?</i>
1. Facilitate consistent understanding and application of IJA.	
2. Administer the Alternative Assessment Procedure (AAP) effectively.	
3. Improve election process for IJA claims.	
4. Monitor national/international issues to determine whether they fall within the IJA mandate.	
5. Evaluate the effectiveness of general cost reimbursement guidelines of the IJA	

Objectives	<i>Set objectives that define the results/outcomes expected. Objectives must be: focused on a result, not an activity; specific; related to time; consistent; measurable; attainable</i>
1. ● Develop standardized IJA training materials/best practices guide.	
● Regularly review and communicate protocols, processes and procedures for IJA Representatives and front line staff handling IJA claims.	
● Review and enhance jurisdictional and national communication vehicles, e.g. website materials, written materials and hyperlinks.	
● Identify information sharing measures between jurisdictions to facilitate administration of IJA claims.	
2. ● Review/revise as required, the application, registration and notification process for applicable interjurisdictional trucking & transport employers.	
● Consider employer requests for expansion of the AAP.	
3. ● Identify triggers that will assist front-line staff in recognizing potential IJA claims.	
● Encourage use and distribution of election forms so workers are appropriately informed of their rights of election and double compensation for the same injury is avoided.	
4. ● Examine the benefits/drawbacks of current general cost reimbursement guidelines and as required, amend to improve administrative efficiency.	

	Activities	Target Date(s)	Status	Resources	Budget
1	Translation Services for Benefits in Kind	September 1 st , 2023	i. Sophie Genest (QC) to speak to Cheryl Tucker (AWCBC) regarding support for translation services from the AWCBC.	Sophie Genest(QC)	
2	AAP Central Repository for AAP firms – Creation of Database for AAP applications viewable by all jurisdictions.	September 1 st , 2023	i. Sophie Genest (QC) to speak to Cheryl Tucker (AWCBC) to discuss what resources are available through the AWCBC.	Sophie Genest(QC)	
3	AAP 3-year review.	May 19 th , 2023	i. Sophie to send AAP form to Maggie Gilmore (SK) and Rhonda Dean (AB).	Sophie Genest(QC)	
		December 31 st , 2023	ii. Rhonda Dean (AB) to add French AAP form to the appendix of the BPG.	Rhonda Dean (AB)	
		September 30 th , 2023	iii. Submit the timing/cycle of 3-year review to Rhonda Dean (AB).	All	
		December 31 st , 2023	iv. Rhonda Dean (AB) to incorporate into PPP.	Rhonda Dean (AB)	
4	File Transfer Protocol sites for file exchange	As available	i. Gather information from all jurisdictions for access to FTP.	All	
		December 31 st , 2023	ii. Update PPP to reflect the platforms each jurisdiction is using.	Rhonda Dean (AB)	

	Activities	Target Date(s)	Status	Resources	Budget
5	Shortfalls in Reimbursement Requests and Impact to Employer Experience Rating	September 30 th , 2023 December 31 st , 2023	i. Update Rhonda Dean (AB) on current process for shortfalls. ii. Rhonda Dean (AB) to update the PPP and BPG.	Beth Davis (NL) and Howard Chang (BC) Rhonda Dean (AB)	
6	Reimbursement Requests: Timing to Question Denials/Shortfalls	December 31 st , 2023	i. Rhonda Dean (AB) to update the PPP and BPG.	Rhonda Dean (AB)	
7	Authority of Jurisdictions to Review Right of Election	December 31 st , 2023	i. Rhonda Dean (AB) to update the PPP and BPG.	Rhonda Dean (AB)	
8	Employer Appeals & Impact on Requests for Reimbursement	December 31 st , 2023	i. Rhonda Dean (AB) to update the PPP and BPG.	Rhonda Dean (AB)	
9	AAP & PC – Coverage and Limitations	September 30 th , 2023	i. Howard Chang (BC) to bring forward and discuss at the next meeting of the National Assessments Group and report back to Rachel Silver (PEI).	Howard Chang (BC)	
10	Sub-committee to review and potentially amend the Interjurisdictional Agreement	October 1 st , 2023	i. Sub-committee to meet after the National Assessments Group meeting in September.	Bill Ostapek (AB), Glenn Jones (MB), Kathleen Avery (YK), Sophie Genest (QC) and designated Assessment representatives	

	Activities	Target Date(s)	Status	Resources	Budget
11	Update and Circulate BPG and PPP	<p>May 30th, 2023</p> <p>June 1st, 2023</p> <p>December 31st, 2023</p>	<p>i. Feedback to Rhonda Dean (AB) as appropriate.</p> <p>ii. Rhonda Dean (AB) to send PPP and BPG (as discussed in 2022 and approved in 2023) to Rachel Silver (PEI).</p> <p>iii. Rachel to send to AWCBC for their website.</p> <p>iv. Rhonda Dean (AB) to forward updated PPP and BPG as discussed in 2023 (and to be approved at the 2024 meeting) to IJA Committee members.</p>	<p>All</p> <p>Rhonda Dean (AB)</p> <p>Rachel Silver (PEI)</p> <p>Rhonda Dean (AB)</p>	
12	2023 AWCBC All Committee Meeting Minutes	<p>May 24th, 2023</p> <p>May 31st, 2023</p>	<p>i. Paula Arab (NS) to send approved 2022 meeting Minutes and 2023 Workplan to AWCBC and IJA Committee</p> <p>ii. Rachel Silver (PEI) to circulate draft 2023 Minutes to the IJA Committee members</p>	<p>Paula Arab (NS)</p> <p>Rachel Silver (PEI)</p>	