



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

## National Work Injury Statistics (NWISP) Committee - AWCBC Work Plan

<b>Executive Sponsor:</b> Kurt Dieckmann	<b>Committee Chair:</b> Pieter Lambooy, Tanya Vanier	<b>Updated:</b> May 2023
--	--	--------------------------

<b>Mandate</b>	<i>Defines expectations / responsibilities. Facilitates better focus on objectives and activities by which the committee operates.</i>
<p>In collaboration with Boards and Commissions, the National Work Injury Statistics Program collects, collates, analyses and disseminates nationally comparable statistical data on work injuries and diseases. The program promotes and communicates relevant statistical data analysis and information, and it provides insight and expert knowledge of the data.</p>	

<b>Goals</b>	<i>Based on your mandate, set realistic and specific goals. What is the long-range aim? What do you hope to achieve?</i>
<ol style="list-style-type: none"> <li>1. To <i>collect and maintain</i> national work injury data from Boards and Commissions, using a standardized approach.</li> <li>2. To assist Boards and Commissions to code work injury data <i>consistently</i> and accurately.</li> <li>3. To <i>continuously improve</i> consistency, standards, tools, practices, education and programs to ensure an effective interface with Boards, Commissions and external interest groups.</li> <li>4. To <i>promote and communicate</i> NWISP data and services to Boards, and Commissions</li> <li>5. Provide <i>insight and expert data knowledge</i> to AWCBC, Boards and Commissions in order to assist them in responding to internal program needs, external publications and queries.</li> <li>6. To <i>develop and maintain</i> a long-term Strategic Plan to shape the NWISP Committee's future state.</li> </ol>	

**Objectives**

*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*

1.1. Ensure correct data is submitted by jurisdictions to AWCBC using approved protocols.

1.2. Track and record changes affecting data interpretation over time.

1.3. Resolve issues of data error

1.4. **Develop an analysis for the executive committee on standardizing when claims are coded**

2.1. Establish and maintain appropriate tools and processes to ensure consistency and accuracy of the data

2.2. Establish and maintain processes and tools to resolve coding issues

2.3. Review issue database for the validity of the previous resolution

3.1. Review and revise protocols and coding standards.

3.2. Identify and coordinate knowledge and training requirements of Boards and Commissions.

4.1. Align communications between NWISP, other AWCBC committees, Boards and Commissions to overall AWCBC strategic direction.

4.2. Promote NWISP at all levels of Boards and Commissions

5.1. Understand the information needs of the AWCBC/committees

5.2. Explore potential solutions to meet information requirements

6.1. Develop a process to maintain and continually evolve the plan.



Activities	Target Date(s)	Resources	Status	Budget
4.0 Analysis completed to assess a proposal for the executive committee to standardize when coding occurs in the life of a claim across all jurisdictions.	April 2024		The goal is to provide an overview for the executive – a baseline overview of current practices is required to assess how much change may be occurring. An analysis of the impact of change to each jurisdiction will also be required that the committee can review and discuss in May 2024 prior to finalizing any recommendations in time for the June 2024 Board meeting	
4.1 National survey of all jurisdictional practices in relation to when each jurisdiction codes workplace injury.	October 2023	Jilal		
4.2 Impact analysis of standardizing code timing for each jurisdiction based on national agreement on what data is optimal for each of our jurisdictions and for the AWCBC	March 2024	Each jurisdiction will complete a template prepared by Tanya/Pieter	Impact will be felt nationally – this may require additional investment in staff and local systems to support a standardized process depending on the solution proposed.	
4.3 A recommendation report outlining optimal approach and impact analysis if change is supported at the executive level	May 31/24	Tanya/Pieter reviewed by Cheryl/Kurt	A recommendation report for the executive committee to consider for their June 2024 meeting – subject to national support, we would then develop a multi year plan that allows us to achieve nationally supported goals.	

Activities	Target Date(s)	Resources	Status	Budget
<p><b>Goal #2</b> - To assist boards and commissions to code work injury data <i>consistently and accurately</i></p> <p><b>Strategic Priority:</b> Centralized source of Canadian Worker's Compensation Information</p> <p><b>Strategic goal # 4</b> Increase accessibility and understandability of national workplace injuries and disease statistics</p>				
<p><b>Objectives:</b></p> <ol style="list-style-type: none"> <li>1. Establish and maintain appropriate tools and processes to ensure consistency and accuracy of the data</li> <li>2. Establish and maintain processes and tools to resolve coding issues</li> <li>3. Review issue database for the validity of the previous resolutions</li> </ol>				
1.1 Ensure relevance of NWISP member-site web information.	Ongoing	Chair & Board reps/AWCBC		
1.2 Case examples submitted for coding exercise – outline answers and reasons (5 cases per jurisdiction are to be submitted. Cases should be representative of normal everyday coding).	Sept 30/23	CTC  CTC/Jilal	Psychological injury cases will continue to be calibrated separately – see workplan item 2.0.	
1.3 Distribute coding exercise to jurisdictions.	Dec 1/23	Diane/Veronica		
1.4 Coding exercise completion.	Mar 31/24	Board reps		
1.5 Evaluation report distributed.	Apr 30/24	Diane/Veronica		
1.6 AOC training tool maintenance	Ongoing	Diane, Jilal	Review to identify update requirements for content (psych injury additions, etc)	
2.0 Review previous resolutions for the purpose of determining the validity of the data.	Ongoing	Diane, Jilal	-	
2.1 Review issues raised nationally and recommend resolutions (how to code, invalid code combinations, etc).	Ongoing	CTC		

Activities	Target Date(s)	Resources	Status	Budget
<p><b>Goal #3</b> - To <i>continuously improve</i> consistency, standards, tools, practices, education and programs to ensure an effective interface with Boards, Commissions and external interest groups</p> <p><b>Strategic Priority:</b> Centralized source of Canadian Worker's Compensation Information (#5).</p> <p><b>Strategic goal # 4:</b> Increase accessibility and understandability of national workplace injuries and disease statistics)</p> <p><b>Strategic Priority:</b> Business Intelligence.</p> <p><b>Strategic goals:</b></p> <p>#3 Inform and alert members to existing and emerging workers' compensation issues and proved ease of access to related detailed information</p> <p>#6 Commence the analysis of NWISP and KSM data to foreshadow and aid benchmarking</p>				
<p><b>Objectives:</b></p> <ol style="list-style-type: none"> <li>1. Review and revise protocols and coding standards on emerging issues.</li> <li>2. Identify and coordinate knowledge and training requirements of Boards and Commissions.</li> </ol>				
<p>1.0 Review current psychological injury codes to see if any additional codes are required and/or desirable.</p>	<p>Ongoing</p>	<p>Diane, Sarah</p>		

Activities	Target Date(s)	Resources	Status	Budget
<p>2.0 In Jan 2019, additional codes (psych codes have been in place since 1995) were created to enhance psych injury reporting where physical injury had occurred as well. We will continue to pilot national calibration of codes for psychological injury for 2023 and assess readiness in May 2023 of incorporating any of these scenarios in our national calibration exercise</p>	<p>Nov 2023</p>	<p>Diane</p>	<p>Jurisdictions expressed the value of a separate psychological injury coding exercise. The CTC will continue their process of creating a psychological injury coding exercise each year with six cases.</p> <p>CTC will explore with Jilal the opportunity to track our psychological injury coding calibration exercise on the AOC separately from the regular annual process. If added to the AOC this year, the dates are as noted. (If not, it will continue to be done by email, the month of November and non-graded for this year).</p>	
<p>3.0 Develop long-term plan to update / retire/ add / evaluate code usage.</p>	<p>Ongoing</p>	<p>CTC</p>	<p>Criteria development on governance of coding manual – what are the principles we want to adhere to when creating updates to the manual to minimize change but reflect current realities.</p> <p>Second, develop an ongoing code review to ensure current codes are reviewed and continue to reflect an accurate description. Current methodology is being used and just need to ensure we codify our approach and make whatever adjustments we would like</p>	

Activities	Target Date(s)	Resources	Status	Budget
<p><b>Goal #4 - To promote and communicate NWISP data and capabilities to Boards and Commissions</b></p> <p><b>Strategic Priority:</b> Alignment of AWCBC Committees.</p> <p><b>Strategic Goals:</b></p> <p># 1 (Improve communication between committees to better enable identification of common issues and holistic solutions)</p> <p># 2 (Facilitate inter-disciplinary initiatives that arise to address issues of common concern across the country)</p> <p># 3 (Utilize member website and eNews to promote and support inter-committee communication)</p>				
<p><b>Objectives:</b></p> <p>1. Align communications between NWISP, other AWCBC committees, Boards and Commissions to overall AWCBC strategic direction.</p> <p>2. Promote NWISP at all levels of Boards and Commissions</p>				
1.0 Ensuring alignment between NWISP strategic plan and AWCBC strategic direction.	Sep 2023	Board reps	NWISP leadership team will assess our longer term plans in relation to the new AWCBC Strat Plan	
2.0 Work with AWCBC Committees to identify data needs	Fall 2023	Kurt, Pieter, Tanya, Jilal, Sarah	NWISP will be involved with requirements gathering process for a new AOC and will, with AWCBC, work with other committees to identify their requirements.	
3.0 Provide AOC training to the NWISP Committee.	Ongoing	AWCBC		



Activities	Target Date(s)	Resources	Status	Budget
<p><b>Goal #5</b> - Provide <i>insight and expert data knowledge</i> to AWCBC, Boards and Commissions in order to assist them in responding to internal program needs, external publications and queries</p> <p><b>Strategic Priority:</b> Business intelligence.</p> <p><b>Strategic Priority:</b> Interjurisdictional cooperation.</p> <p><b>Strategic goal #4</b> (Explore possibilities for shared training and development, eLearning, and marketing campaigns)</p>				
<p><b>Objectives:</b></p> <ol style="list-style-type: none"> <li>1. Understand the information needs of the AWCBC/committees</li> <li>2. Explore potential solutions to meet information requirements</li> </ol>				
<p>1.0 In keeping with goal 4; 2.0, once complete then develop a framework for providing solution if feasible and if aligns with AWCBC mandate.</p>	<p>Fall 2022 and beyond</p>	<p>Committee &amp; AWCBC</p>		
<p>2.0 Continue “quick stats” from an NWISP perspective that we can share nationally and on a quarterly or biannual basis</p>	<p>PAUSE: Will await pending plan for AOC development and review post AOC update</p>	<p>DSAC</p>	<p>Will revisit the topic in 2023 when the AOC replacement plan is identified to see how this will fit into our system replacement initiative.</p>	

Activities	Target Date(s)	Resources	Status	Budget
<p><b>Goal #6 - Maintain</b> a long term Strategic Plan to shape the NWISP Committee's future state.</p> <p><b>Strategic Priority:</b> Business intelligence.</p> <p><b>Strategic Priority:</b> Interjurisdictional cooperation.</p> <p><b>Strategic goal #4:</b> Explore possibilities for shared training and development, eLearning, and marketing campaigns.</p>				
<p><b>Objectives</b></p> <p>1. Maintain and continually evolve a five-year plan.</p>				
<p>1.0 Assess and update our plan annually ensuring alignment with AWCBC strategic plan. Document and revise accordingly.</p>	<p>Fall 2023</p>	<p>Kurt, Pieter, Tanya</p>	<ul style="list-style-type: none"> <li>Review new Strat plan to assess impact to NWISP</li> <li>In the Fall begin discussions on process we will follow to develop our new long term plan that aligns with the new AWCBC strategic vision</li> </ul>	
<p>1.1 Maintain “on-boarding” orientation material for new committee members (Include recent activities &amp; roles and responsibilities for reps).</p>	<p>Ongoing</p>	<p>Jilal/ Pieter/ Tanya</p>	<p>Distribute to new members as appropriate and review/update regularly</p>	
<p>2.0 Participate with AWCBC and other relevant committees to help define requirements for a new AOC build as well as participate as needed within the management of the system project.</p>	<p>ongoing</p>	<p>Jilal, Pieter, Tanya, Sarah</p>	<p>RFP process is complete and our role in the requirements gathering and build process will be defined when a project plan is developed by the provider and the AWCBC.</p>	
<p>3.0 Participation in national steering committee to replace AOC</p>	<p>Ongoing</p>	<p>DSAC member and Tanya or Pieter as well as AWCBC</p>	<p>System requirements gathering and build are projected for 2023/24:</p> <ul style="list-style-type: none"> <li>Identify best option to proceed with subject with AWCBC guiding what they need from the jurisdictions and our committee</li> </ul>	

