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**From:** Judy Collis [mailto:jcollis@uwo.ca]  
**Sent:** Wednesday, May 27, 2009 3:54 PM  
**Subject:** WSIB Coverage

This is a reminder that if an employee is going to be out-of-province in the course of his/her employment for **more than six months**, the University must apply for extended WSIB coverage. In the case of faculty members applying for Sabbatical Leave or Librarians and Archivists applying for Professional Leave, we have requested this information as part of the application. However, there may be other instances where a faculty member, librarian or archivist may be out-of-province in the course of his/her employment for more than six months through other types of leaves. Each individual circumstance may be different and the details of the leave could be such that an injury while on a leave could be covered by WSIB. Therefore, we would like Deans, Chairs, Directors, the University Librarian or Archivist who are closest to the individuals making requests for leaves, to determine whether continued coverage should be arranged. This would need to be included as part of the leave request. To assist you in determining whether such arrangements should be made, please refer to the policy "Accident in the Course of Employment" on the WSIB website at <http://www.wsib.on.ca/wsib/wopm.nsf/Public/150202>.

If you know of academic members in your area who would fall under the requirement for extended coverage effective July 1 (or at any other time of the year) and the information was not part of the application process, please refer them to the form on the HR and OFR websites at [http://www.uwo.ca/humanresources/docandform/forms/ohs/WSIB\\_Ext\\_Coverage\\_Req\\_est\\_Form.pdf](http://www.uwo.ca/humanresources/docandform/forms/ohs/WSIB_Ext_Coverage_Req_est_Form.pdf).

If you have any questions, please let us know.

--Office of Faculty Relations

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