
Subject:

WSIB coverage 2012/2013

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.

In such cases the Office of Faculty Relations will report the extended leave to Human Resources. 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, and to ensure the extended leave is reported to Human Resources.

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 WSIB website at <http://www.wsib.on.ca/en/community/WSIB>. Using the form on the HR and OFR websites at http://www.uwo.ca/humanresources/docandform/forms/ohs/WSIB_Ext_Coverage_Request_Form.pdf.

If you have any questions, please let us know.

-- Office of Faculty Relations



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