



The Changing Face of Alberta OHS and PIR Standards

On June 01, 2018, the Government of Alberta updated the Alberta Occupational Health and Safety Act, Code and Regulations. The last time these were updated was over forty years ago. Many changes have happened in workplaces since then. According to the Alberta Government, “Alberta Labour received more than 1300 survey responses from Albertans and more than 200 stakeholders participated in eight roundtable discussions across the province.” So, the updates weren’t just driven by the Government of Alberta; the PEOPLE of Alberta had a voice.

The updates put into writing some expectations that had always been, provide clarifications and incorporate new legislative requirements. Some of these new requirements include defining roles and responsibilities of parties involved in work site activities, worker rights, joint worksite health & safety committee or health & safety representative, violence and harassment prevention programs and requirements related to health and safety programs. Also, the reporting of serious near miss and employee admittance to hospital has changed.

How do these OHS legislation changes affect Certifying Partners (CPs) and their member employers? The Audit Standards are being updated to reflect the OHS changes put in place and will take effect January 01, 2019. Certifying Partners have been working with the Alberta Government to update the Partnerships in Injury Reduction (PIR) Standards Manual, which is the guide all Certifying Partners must follow and administer to their member employers. The Standards Manual is the guide for administering the Certificate of Recognition and associated Quality Assurance.

The CCSA has developed a webinar overview on OHS legislation changes and what the changes mean to our members. We strongly encourage senior management, managers and supervisors as well as designated Internal Auditors to watch the webinar, become familiar with the upcoming changes and assess the impact on their own organizations. Because OHS legislation has changed, the Standards are changing, employer HSMS and the CCSA Audit Instrument must also change.

*Access the CCSA Bill 30 On-Demand Webinar: www.continuingcaresafety.ca/resources/bill-30-ohs-wcb-changes.

Below we have highlighted some of the changes to the Standards.

External Audit

Old Standard: - Auditors had up to 45 calendar days from the last date of data gathering to submit the Audit Report (including the Audit Instrument) to CCSA for QA Review.



- New Standard:
- Auditors will now have up to 21 calendar days from the last date of data gathering to submit the Audit Report (including the Audit Instrument) to CCSA for QA Review
 - CPs may approve additional time (up to 24 days) for audit report submission in extenuating circumstances
 - Any request from an auditor must be made in writing to the CCSA. The CCSA will review the request, discuss the request with the auditor and respond.

Annual COR Maintenance

- Old Standard:
- Auditors had up to 45 calendar days from the last date of data gathering to submit the Audit Report (including the Audit Instrument) to CCSA for QA Review

- New Standard:
- Auditors will now have up to 21 calendar days from the last date of data gathering to submit the Audit Report (including the Audit Instrument) to CCSA for QA Review
 - CPs may approve additional time (up to 24 days) for audit report submission in extenuating circumstance
 - Any request from an auditor must be made in writing to the CCSA. The CCSA will review the request, discuss the request with the auditor and respond.

- Old Standard:
- Maintenance audits do not have to achieve the score required for COR certification (at least 80% overall, with no less than 50% in each element).

- New Standard:
- Maintenance audits must achieve at least 80% overall for the audit to be accepted for COR maintenance purposes.

Action Plans

- Old Standard:
- There was no minimum final score for the submission of multiple Action Plans

- New Standard:
- Action Plans for each calendar year must achieve a score of at least 60% to meet COR maintenance requirements.
 - Employers who submit multiple Action Plans must achieve a combined final score of at least 60% on the weighted average of all Action Plans to meet COR maintenance requirements.
 - The weighting of each Action Plan will be based on the number of employees covered by the individual plan, compared to the total number of employees covered by all the Action Plans. The weighting will be calculated by the CP as part of the review of completed submissions.
 - Action Plans that score less than 60% will be rejected.



Audit Quality Reviews

Old Standard: - Audit reports must meet a minimum quality review scoring standard of 80%, and 100% score on all criteria deemed as critical

New Standard: - Audit reports submitted by external auditors must meet a minimum quality review scoring standard of 90%, and 100% score on all criteria deemed as critical.

- Audit reports submitted by internal auditors must meet a minimum quality review scoring standard of 80%, and 100% score on all criteria deemed as critical. (same as old standard)

Audit Quality Reviews Standard

Old Standard: - If the CP gives the auditor an opportunity to correct any deficiencies identified in their audit report, the timelines granted for correction must be set according to one or both of the following standards:

- Auditors may be allowed a maximum of 2 correction attempts. Corrections must be received by the CP within a maximum of 30 days from the last feedback date.
- Auditors may be allowed as many correction attempts as required to meet the quality assurance standard, as long as the final, approved draft is received by the CP within a maximum of 90 days from the feedback date of the first draft of the report.

- In situations where the audit report is not corrected to meet quality standards within the required timelines/number of drafts, the CP may request an extension from Partnerships.

New Standard: - If the CP gives the auditor an opportunity to correct deficiencies identified in their audit report, corrections should be received by the CP within a maximum of 15 days from the last feedback date.

- CPs may approve additional time, up to 15 days for submission of audit corrections in extenuating circumstances.

- Auditors may be allowed as many correction attempts as required to meet quality assurance standards, as long as the final draft of the report is received by the CP within a maximum of 90 days from the date the CP provided feedback on the first draft.

- In situations where the audit report is not corrected within the timelines to meet quality standards the CP may request an extension from Partnerships.