

WCB-Alberta

Partnerships in Injury Reduction





What is PIR?

Partnerships in Injury Reduction (PIR) is designed to encourage injury prevention and the development of effective workplace health, safety and disability management systems. PIR is a voluntary program that operates through the combined efforts of the Workers' Compensation Board - Alberta, the Ministry of Labour, industry partners, safety associations and employers. PIR is also a component of the Ministry of Labour's "Partnerships" initiative. This initiative is based on the concept that when employers and workers build effective health and safety systems, the human and financial costs of workplace injuries and illnesses can be reduced.

What are the benefits of enrolling in PIR?

By joining PIR and developing effective workplace health and safety management systems, you can earn up to a 20 per cent refund on your industry-rated premiums.

PIR encourages employers to develop health, safety and disability management systems.

Benefits of succeeding in PIR may include:

- minimized accident costs (direct and indirect)
- improved worker productivity
- improved employee well being and job satisfaction
- lower WCB premiums

What is a Certificate of Recognition (COR)?

An Alberta Certificate of Recognition (COR) is essential to WCB's PIR program and a key component of the Ministry of Labour's "Partnerships" program. The COR is issued to employers who have successfully implemented a basic workplace health and safety management system.

The components of a workplace health and safety management system will vary depending on the nature and scope of individual businesses, but to be effective the following elements are considered essential:

- company policy and management commitment
- worker qualifications, orientation and training
- hazard identification
- hazard control
- ongoing inspections
- emergency response
- incident investigation
- program administration

Once an employer has developed and implemented their workplace health and safety management system, it must be independently audited. Audits are coordinated through a certifying partner appropriate to their industry.

The certifying partner then reviews the audit for compliance with quality standards. If the audit meets all of the standards, the certifying partner, in conjunction with the Ministry of Labour, will issue a COR to the employer.

Once a COR has been issued, it is valid as long as all maintenance requirements are met. The employer is responsible for completing internal audits. When the COR expires, another external audit must be conducted to renew the COR. There is a cost associated with an audit. Please check with your certifying partner.

What are the advantages of attaining a COR?

- Maintain a quality health and safety system to reduce accidents and improve employee morale.
- Gain recognition for your health and safety standards from industry experts, other employers and contractors.
- Qualify for PIR.

Can an employer earn a discount without having a COR?

It takes time to build effective health, safety and disability management systems. To acknowledge this, a special feature was built into the PIR program to motivate employers whose programs have not yet reached the COR standard. PIR provides a one-year grace period in which you can achieve your COR and still earn a discount by improving your performance. If you have registered in PIR with WCB and you have not earned your COR by the end of the year, the discount for improving your performance will be carried forward for one year. If the COR has been achieved by the end of the next year, the discount held will be paid to the employer. If the COR is not achieved, the discount will be forfeited.

What is a certifying partner?

The Ministry of Labour enters into formal partnerships with organizations who wish to take a leadership role in the promotion and development of workplace health and safety in Alberta. A certifying partner is recognized by the Ministry of Labour as an organization having the ability to assess health and safety audits for quality and to jointly issue Certificates of Recognition to employers. For a list of certifying partners, go to www.employment.alberta.ca/SFW/337.html.

Does it matter which certifying partner I choose?

There are benefits in selecting a certifying partner familiar with your industry. In many cases, you are already paying fees toward a safety association through your WCB premiums. As such, your company may receive more cost-effective services through your association. However, you have the option of approaching any certifying partner to assist you in achieving or maintaining your COR. Factors to consider may include:

- location of the certifying partner
- training costs
- availability of courses
- cost of completing audit requirements
- industry expertise



How can I reduce my WCB premiums?

By joining PIR, you can reduce your WCB premium in one of three ways:

- achieve or maintain an Alberta Certificate of Recognition (COR)
- improving your performance
- maintain industry leadership

WCB will award a refund on your industry rated premiums based on the highest score obtained among the three incentive opportunities, up to a maximum discount of 20 per cent. However, you must have your COR before any discount can be awarded.

NOTE: The maximum possible combined discount between any experience rating program and the PIR program will remain at 60 per cent. So in situations whereby participation in the ER option of ICP increases your experience rating discount between 40 per cent and 60 per cent, PIR incentives may be subject to capping.

FIRST

Five per cent for a Certificate of Recognition (COR)

By maintaining or recertifying an Alberta COR, an employer is eligible for a five per cent industry rate discount.

A 10 per cent industry rate discount applies for the first year for employers achieving their COR for the first time.

THEN

1-20 per cent for improving your performance

The improving your performance measure compares your current accident performance to your historical performance. Claim costs transacted in the measurement year compared to claim costs transacted in the prior year are used to measure success in both preventing injuries and managing claims that occur. You can earn an industry rate discount of one per cent for every one per cent improvement up to a maximum of 20 per cent.

Improvement in claim costs performance over prior year	PIR discount
2%	5%*
10%	10%
20% or better	20%

***10 per cent for first year COR holders.**

OR

10-20 per cent for maintaining industry leadership

This measures improvements in your claims experience in comparison to the average for your industry's rate group over the same period.

To earn discounts from this measure, you need an Alberta COR and claim costs that are at least 50 per cent lower than the industry average for two consecutive years.

Percentage lower than industry average claim costs for two consecutive years	PIR discount (including COR discount)
50% or lower	10%
65% or lower	12.5%
80% or lower	15%
90% or lower	20%

NOTE: You will receive the highest of the three discounts earned up to a maximum of 20 per cent.

What if I have more than one account or operate in more than one industry?

Employers with more than one account or who operate in more than one industry have the option of having the accounts/industries measured together or separately. If they are measured together, insurable earnings and claim costs are pooled together and a PIR discount is calculated based on the performance of all the accounts/industries collectively.

How can I monitor my company's progress?

Two reports are available to help you monitor your progress within PIR. The Projection Report and the PIR Claims Summary Report offer up-to-date information on your PIR discount status.

For more information on these reports, visit our website at wcb.ab.ca or call 1-866-922-9221.

The PIR Projection Report

This report is produced monthly for all registered employers and is accessible via myWCB. Information that can be found in the PIR Projection Report includes:

- The time period(s), account(s) and industry(ies) used to calculate PIR premium discounts.
- Your total claim costs and insurable earnings compared to the industry average.
- The potential industry rate discounts that may be awarded by each measure.
- Your COR status as of the date of issue.
- The discount that may be awarded by PIR.

**Partnerships In Injury Reduction (PIR)
2017 Projection Report**

Policy Number: 123456
Industry Code: 12345
Industry Description: INDUSTRY TYPE
Legal Name: COMPANY NAME
Trade Name:

A. Certificate of Recognition (COR)

Active COR	COR Audit	Audit Year
Y	Y	2016

Discount using this measure: 5.00%

B. Improving Your Performance (IYP)

Costs: 2017	Costs: 2016
Claims 2015 - 2017:	Claims 2014 - 2016:
Earnings 2015 - 2017:	Earnings 2014 - 2016:
Expected Costs:	Employer Ratio (Claims/Earnings):
\$366,339.00	\$0.00
\$0.00	\$377,789.00
	0.000000

Discount using this measure: 0.00%

C. Maintaining Industry Leadership (MILR)

Costs: 2015 - 2017	Costs: 2014 - 2016
Claims 2015 - 2017:	Claims 2014 - 2016:
Industry Average Costs:	Industry Average Costs:
Difference:	Difference:
\$0.00	\$0.00
\$118.69	\$135.25
100.00% Lower	100.00% Lower

Discount using this measure: 20.00%

For 2017, your PIR Discount is estimated to be 20.00% - MILR

Eligibility Factor:	1
Employer Rate Adjustment:	5.00% Discount
Insurable Earnings Estimate:	\$109,150.00
Industry Rate:	\$1.54
Premium at Industry Rate:	\$1,680.91
PIR Refund Estimate:	

The PIR Claims Summary Report

This report offers more detailed information about the improving your performance and maintaining industry leadership measures. It includes the following pieces of information:

- the name of the injured worker
- claim number
- accident date
- total claim costs
- cost relief
- costs over maximum per claim cost (MPCC**) or maximum per incident cost (MPIC**)
- PIR costs for each occurrence within the transaction years

**See glossary of terms page 8

**Partnerships In Injury Reduction (PIR)
2017 Claims Summary Report**

Policy Number: 1234567
Industry Code: 42160
Legal Name: COMPANY NAME
Trade Name:

A. Certificate of Recognition (COR):

Active COR	COR Audit	Audit Year
Y	Y	2016

B. Improving Your Performance (IYP):

Current Year: 2017

Occurrence Year: 2016

Claim Number	Accident Date	Name	Total Claim Costs	Cost Relief	Costs Over MPCC or MPIC	PIR Costs
000001	2016-04-02	CLADMANT	\$127.37	\$0.00	\$0.00	\$127.37
Total Transaction Year: 2017						
						\$127.37

Previous Year: 2016

Occurrence Year: 2014

Claim Number	Accident Date	Name	Total Claim Costs	Cost Relief	Costs Over MPCC or MPIC	PIR Costs
000002	2014-03-16	CLADMANT	\$360.00	\$0.00	\$0.00	\$360.00
Total Transaction Year: 2016						
						\$360.00

C. Maintaining Industry Leadership (MILR):

Current Year: 2017

Occurrence Year: 2016

Claim Number	Accident Date	Name	Total Claim Costs	Cost Relief	Costs Over MPCC or MPIC	PIR Costs
000001	2016-04-02	CLADMANT	\$2,390.63	\$0.00	\$20,384.37	\$1,966.26
Total Transaction Year: 2017						
						\$1,966.26

Previous Year: 2016

Occurrence Year: 2014

Claim Number	Accident Date	Name	Total Claim Costs	Cost Relief	Costs Over MPCC or MPIC	PIR Costs
000002	2014-03-16	CLADMANT	\$360.00	\$0.00	\$0.00	\$360.00
Total Transaction Year: 2016						
						\$360.00

How can WCB help my company lower claim costs?

WCB offers services such as disability management, consulting, evaluation and training to help you lower claim costs. These services provide your company with information on:

- injury response, reporting and investigation
- case coordination
- modified work programs
- program administration
- disability management self evaluation
- management of workplace injury liabilities

To access these services please visit our website at wcb.ab.ca or call 1-866-922-9221.

WCB also offers employers a variety of pricing incentives to reflect accident experience and stimulate employer accountability. For more information about WCB's performance pricing plans, visit the *Insurance and premiums > Lower your premiums* page on our website at wcb.ab.ca or call 1-866-922-9221.

What tools are available to help me better manage my business?

- **Electronic injury reporting** to WCB is secure, simple to use and free. No paperwork, no faxing, quick turnaround and claim numbers provided quickly.
- **Loss control reports (LCR)** allow you to electronically request and receive claim cost history and pricing program reports. It currently consists of six standard employer and industry reports, which will give you access to key data quickly.

To access these services visit the *Resources > For employers > Online services* page on our website at wcb.ab.ca or call 1-866-922-9221.

Do other PIR partners offer assistance?

Yes. By contacting Ministry of Labour, industry or safety associations, certifying partners or other employers, there is a tremendous support network for employers building health, safety and disability management systems. For example, most certifying partners offer training programs, consulting services, peer audit services, program building, audit and auditor training.



Partnerships in Injury Reduction – Employer Registration Form

Employer Name:	Trade Name:	
Employer Address:		
City:	Province:	Postal Code:
Contact Name:	Title within the Company:	
Address:		
Phone:	Fax:	E-mail:

Please note that a certifying partner must be identified or your PIR registration cannot be processed.

Please identify below the account number, corresponding industry code and certifying partner (for a list of certifying partners, go to www.employment.alberta.ca/SFW/337.html.) of all the accounts you would like to register within the PIR program. In addition, if PIR information is to be sent to another contact, please indicate their name, phone number, mailing address and fax number below.

Account Number	Industry Code	Certifying Partner
Contact (If Different From Above)	Phone No. (If Different From Above)	Fax No. (If Different From Above)
Mailing Address (If Different From Above)		

Account Number	Industry Code	Certifying Partner
Contact (If Different From Above)	Phone No. (If Different From Above)	Fax No. (If Different From Above)
Mailing Address (If Different From Above)		

If you require additional space please attach the remainder of the list to this document.

If registering more than one account or industry, how would you like them to be measured in the PIR program?

<input type="checkbox"/> Individually	<input type="checkbox"/> Together	(Insurable earnings and claim costs are pooled. A PIR discount is based on the performance of all accounts or industries collectively)
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Yes, as an authorized representative of my Company, I have read the Terms and Conditions of Participation and identified the accounts and industries I would like to register in the Partnerships in Injury Reduction program.	
Name (Print):	Title:
Signature:	Date:

This form must be received by WCB before December 31 to be eligible for the PIR program for that year.

Please submit by fax 780-427-5863 or 1-800-661-1993 (toll-free), email employer.account.services@wcb.ab.ca or mail to Workers' Compensation Board-Alberta, P.O. Box 2415, Edmonton, AB T5J 2S5

It is up to the employer to be aware of terms and conditions that apply to the year of registration.



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TERMS & CONDITIONS OF PARTICIPATION

The following are terms and conditions for participation in the PIR program as of 2005.

1. Employers may register in PIR prior to achieving an Alberta Certificate of Recognition (COR). New COR holders will be automatically registered and eligible for PIR refunds effective the year they achieve their COR.
2. Registration in PIR is automatically renewed annually, unless the employer is notified by WCB.
3. Employers shall have the option to withdraw subject to the following conditions:
 - (a) Notice of intent to withdraw may be provided at any time:
 - If participating on an individual basis the registration will be rescinded immediately.
 - If participating on a collective or group basis the withdrawal shall be effective at the end of the registration year unless all participating accounts withdraw.
 - (b) Withdrawal will be confirmed in writing.
4. The Alberta COR must be achieved and maintained in accordance with the standards set by Labour to receive discounts. Employers who cease business before the end of the year must have completed the applicable audit for that year, prior to ceasing business, to be eligible for a PIR refund.
5. Measurement is based on total claim costs with individual claims subject to a maximum per claim cost (MPCC). The MPCC is 10 per cent of the employer's industry rated premium for the PIR experience period, up to the maximum annual insurable earnings covered by WCB. Where the MPCC is calculated as less than \$1,600, the MPCC shall be \$1,600.
6. Measurement for improving your performance uses costs transacted in the measurement year compared to costs transacted in the prior year. (For example costs transacted in the measurement year, on claims from this year and two prior years, are compared to costs transacted in the previous year, on claims from that year and two prior years.)
7. Measurement for maintaining industry leadership compares the measurement year's experience period costs to the industry's rate group average costs for this year. It also compares the previous year's experience period costs to the industry's rate group average costs for this year. If measurements are 50 per cent or lower than the industry's rate group average in both years the employer is eligible for a discount. For this measurement the experience period includes the year plus two prior years.
8. Employers may qualify for an industry rate discount under one of the following three measures:
 - (a) A minimum industry rate discount of 5 per cent with possession of a valid COR (with exception of first time COR holders PIR incentive which is 10 per cent in the first year).
 - (b) An industry rate discount of up to 20 per cent ** for the improving your performance measure. With this measure employers in the process of achieving COR for the first time have a one-year grace period to achieve their COR, otherwise the discount is forfeited. Employers must be registered in PIR in the year the discount is earned to be eligible for the grace period.
 - (c) An industry rate discount of up to 20 per cent ** for maintaining industry leadership for two consecutive years. This incentive does not have a grace period.

*Based on the measure that provides the highest refund.
**The PIR discounts for improving your performance and maintaining industry leadership are subject to an eligibility factor, based on the length of time the employer account was open during the PIR period.
9. Net premium paid must be at least 40 per cent of the Industry Base Premium or \$200 whichever is greater.
10. Discounts will be paid in the year following qualification for the PIR discount*, pending confirmation of the employer's insurable earnings and compliance with WCB requirements.

*Discounts will be paid to the first time COR holders in the year a COR is achieved. The discount will be adjusted in the following year for payroll reporting and for incentives earned under other measures which exceed the amount paid in the first year.
11. Calculations are done on a one-time basis and are not subject to recalculation unless:
 - (a) The employer's operations have been retroactively reclassified.
 - (b) The employer's account structure is retroactively changed.
 - (c) Where otherwise deemed warranted by the Workers' Compensation Board-Alberta.
12. Employers may be subject to a claims audit and non-compliance may result in discounts being withheld or repayment of previously paid refunds.
13. Employers must comply with all provisions of the Alberta Workers' Compensation Act.
14. Employers must comply with all provisions of the Alberta Occupational Health & Safety Act and the Canada Labour Code, where applicable.
15. In the event of a violation of the Alberta Occupational Health & Safety Act, the Alberta Workers' Compensation Act or the Canada Labour Code, WCB reserves the right to terminate an employer's participation in PIR, and collect previously paid refunds.
16. Employers with multiple accounts and/or industries may choose individual or group participation for their operations. In any event an employer must designate each account and each industry that is to be registered in PIR.

Glossary of terms

Claim costs

- Amounts paid by WCB to injured workers, medical providers and suppliers for compensation benefits, medical aid or rehabilitation on a claim.

Eligibility factor

- The number of years an employer's account was open during the three-year PIR measurement period divided by three. The following eligibility factors will apply:

Years of PIR experience	Eligibility factor
1	1/3
2	2/3
3	3/3 = 1

Industry average claim costs

- The 'average' three-year claim cost total for an employer of comparable size.

Industry rated premium

- The amount of premium an employer would have paid if experience rating or some other program had not adjusted their rate.

Insurable earnings

- The portion of a worker's gross earnings on which employers report and pay WCB premiums.

Maximum per claim cost (MPCC)

- Limits the amount that can be charged to an employer for a single claim. The MPCC is 10 per cent of the employer's industry rate premium for the experience period, up to a maximum annual insurable earnings covered by WCB.

Maximum per incident cost (MPIC)

- Limits the impact of rare cases where a single incident results in multiple claims for an employer. The MPIC is capped at twice the maximum insurable earnings amount to protect employers against random incidents where multiple claims occur.

Occurrence year

- The year in which the workplace accident occurred.

PIR experience period

- The tracking of claim costs paid in the registration year (for claims occurring in the registration year and two prior years) compared to the same period for the previous year).

Transaction year

- The year in which claims costs are paid.

For more information contact:

Workers' Compensation Board-Alberta Customer Contact Centre

Phone: 780-498-3999 (Edmonton)

Toll Free: 1-866-922-9221

Fax: 780-498-7999 (Edmonton)

Phone: 403-517-6000 (Calgary)

Fax: 403-517-6201 (Calgary)

Email: employer.account.services@wcb.ab.ca

Website: wcb.ab.ca

Ministry of Labour

Occupational Health and Safety

Phone: 780-415-8690

Toll Free: 1-866-415-8690

Website: work.alberta.ca