



YUKON WORKERS'
COMPENSATION
HEALTH AND
SAFETY BOARD

SUBJECT: CLIENT SERVICES POLICY NO.: CS - 03

BOARD APPROVAL: UNDER REVIEW

APPROVAL DATE: _____

BOARD ORDER NO.: _____

EFFECTIVE DATE: January 01, 1993

*Revoked Jan 3, 1995
replaced with
CS-07 Vocational
Rehabilitation effective
Nov 9, 1994*

POLICY STATEMENT

SECTION
REFERENCE:

POLICY:

VOCATIONAL REHABILITATION

*Jan. 03/95
Mac, please send a
memo out to Manual holder to
remove and destroy this policy
statement CS-07 take it to
place.
Nz*

A full report is required specifying the course or courses to be taken, location, duration and itemized cost. The report should also include the following:

- (a) A statement indicating how the family is involved, the financial situation of the family - specifying income and expenditures.
- (b) The worker's present formal education level, what other courses have been taken and how successful worker was.
- (c) Have attempts been made to find other suitable employment, if so, what attempts and what were the results?
- (d) Has retraining on the job been attempted, if so, what attempts and what results?
- (e) A full description of the physical aspects of the job the worker is being trained in. How does the worker's physical disability fit in with the recommended new field of training?
- (f) What is the opportunity for employment after retraining?
- (g) If the worker plans to be self-employed after training, what is the opportunity of a business venture? Is there a demand for that type of business? Is it a sound financial investment?

Regarding training costs, the following may be paid:

- 1. An allowance up to a maximum of equivalent temporary total disability compensation during retraining.
- 2. Tuition, books and supplies.

3. If the worker is required to maintain two residences (i.e., one in the Yukon and accommodation at the place of training) in addition to temporary total disability compensation, a daily subsistence allowance and transportation costs for the worker only may be paid. Transportation for the worker at the commencement of the course, return during Christmas break, and the end of the term may be provided.

If the worker is not required to maintain two residences, (i.e., a married worker and the family moves to the place of training) we will pay moving expenses to the place of training and return or equivalent if the worker moves elsewhere.

The cost of these services must be approved by the Rehabilitation Committee and charged to the Reserve for Rehabilitation. Any person aggrieved by a decision made under this Policy may appeal to the Review Committee.