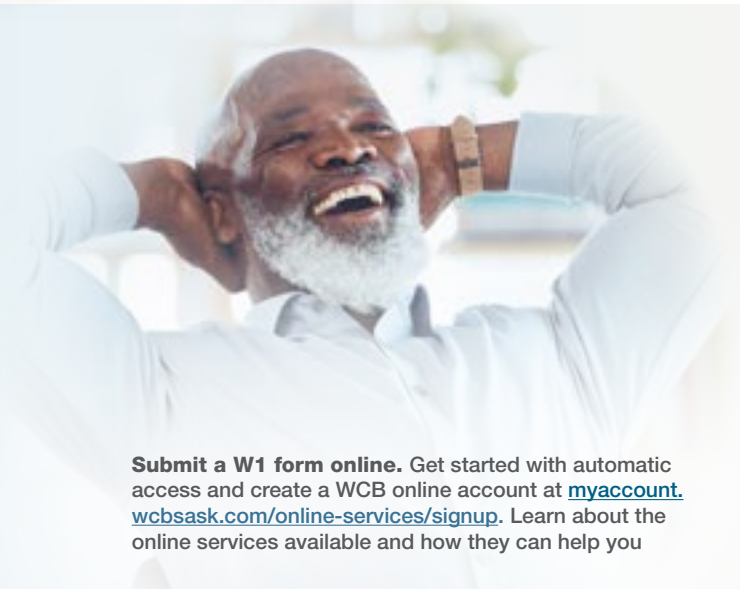




Submitting a claim to the wcb

Saskatchewan
Workers'
Compensation
Board

To submit a claim with the Saskatchewan Workers' Compensation Board (WCB), follow these steps:



Submit a W1 form online. Get started with automatic access and create a WCB online account at myaccount.wcbsask.com/online-services/signup. Learn about the online services available and how they can help you

1

Seek medical attention

Immediately seek medical attention if needed. Have your health-care provider report your injury to the WCB and provide you with documentation of your current abilities to assist with collaborative return-to-work planning.

2

Report the incident to your employer

Inform your employer about the injury as soon as possible. The employer is required to submit the Employer's Initial Report of Injury (E1) form to the WCB within five days of learning about the injury.

3

Report the incident to the WCB

Complete the Worker's Initial Report of Injury (W1) form immediately. **There are four ways to submit your form: A. online, B. email, C. mail or D. phone.**

A. online

B. email

C. mail

D. phone

Download, complete and email the W1 form to forms@wcbsask.com.

Please follow these steps when submitting a form via email:

- i. Fill out all empty fields online.
- ii. Print the form to add your signature.
- iii. Scan and email to forms@wcbsask.com.

iv. If the form is not printed and scanned before submitting, it will not be accepted.

v. Please submit your information saved as a supported file attachments (jpeg, pdf, docx, xlsx, png or tiff) and forward to us in your email.

Please ensure that the email size does not exceed 28MB.

The W1 form is available online for download. Once you've filled it out in pen, keep a copy for your records.

Mail the signed copy of the W1 form to:

**Saskatchewan Workers' Compensation Board
200-1881 Scarth St.
Regina, SK S4P 4L1**

Call the WCB at 1.800.787.9288 and a WCB representative will take your information and complete the form for you.