



## If you are hurt at work...

WCB-008

If you need medical treatment beyond first aid, WCB must get an injury report from you, your employer and your doctor. Follow these three steps:

1. **Tell your employer.**
2. **Tell your doctor** you were hurt at work.
3. **Tell WCB.** Get the "Report of Injury or Occupational Disease" form from your employer, report your injury online at [www.wcb.ab.ca](http://www.wcb.ab.ca), or call WCB at 1-866-922-9221 toll free anywhere in Alberta.

**WCB**

Workers'  
Compensation  
Board

Alberta

# Your work here is valued. Alberta needs you to be safe and healthy.

*As a new employee, coming to Alberta may be confusing. Your employer can help you do your job well and safely. Learn to be safe and to understand what to do if you are hurt at work.*

## Your Rights in the Workplace

1. **the RIGHT to KNOW** the risks and dangers involved in your job.
2. **the RIGHT to PARTICIPATE** in health and safety activities.
3. **the RIGHT to REFUSE** work you believe is unsafe.

## WCB and You

If your employer pays premiums to the Workers' Compensation Board – Alberta, both you and your employer are protected from financial loss if you are hurt on the job, regardless of whose fault it was.

## WCB may provide

- coverage of lost income (if you had to take time off work)
- hospital and clinic costs
- medication costs other health care
- costs (e.g. physical therapy, counselling, etc.)
- translation services to help with your claim

## Things to keep in mind

- **Language Barriers.** Ask questions until you are comfortable and sure that you understand the answer.
- **Cultural Differences.** Job duties and safety rules are different in every country. In Alberta, safety is a priority. Ask your employer about their safety standards.



## Sharing Information.

Discuss safety and WCB coverage with your co-workers and your family. It is important to make everyone aware of their rights when someone is hurt on the job.

## Ask Your Employer

- Who should I go to if I have a safety question?
- What are the risks and dangers of my job?
- When is my safety training?
- What safety equipment should I use?
- What do I do if there is a fire?
- Who should I go to if I am hurt at work?

## Be Safe

**Follow the Rules:** There is always a reason for the way things are done. That reason is usually to keep you from getting hurt. Do not take short cuts—follow the rules.

**Be Alert:** Do you need help? Should someone more experienced be doing this? Get help.

**Buddy Up:** If you do not already have a mentor, pick one and ask him or her to help you and answer your questions.



## Resources:

Temporary Foreign Workers' Hotline (Toll free from anywhere in Alberta)  
1-877-944-9955

WCB-Alberta  
9912-107 St.  
P.O. Box 2415  
Edmonton, AB  
T5J 2S5  
Phone: (780) 498-4000  
Website: [www.wcb.ab.ca](http://www.wcb.ab.ca)

Alberta Employment & Immigration  
[www.employment.alberta.ca](http://www.employment.alberta.ca)

Job Safety Skills Society  
[www.jobsafetyskills.com](http://www.jobsafetyskills.com)

Alberta Construction Safety Association  
<http://www.acsa-safety.org>

Alberta Hotel Safety Association  
<http://www.albertahotelsafety.com>

Alberta Municipal Health and Safety Association  
[www.amhsa.net](http://www.amhsa.net)

Alberta Safety Council  
<http://www.safetycouncil.ab.ca>

Manufacturers' Health & Safety Association  
<http://www.mhsa.ab.ca>

Enform – The Petroleum Industry's Commitment to Training and Safety  
<http://www.enform.ca>

Canadian Centre for Occupational Health and Safety  
<http://www.ccohs.ca>

Human Resources Development Canada, Labour Program  
<http://www.hrsdc.gc.ca>