

CONTRACT REFERENCE GUIDE FOR REPORT FORM (C961)
(INITIAL ASSESSMENT/RE-ASSESSMENT/FOLLOW-UP REPORT)

Service Description

This generic report is to be used when completing assessments that do not have a designated report template.

The service provider shall not render an opinion directly to the Worker with respect to the extent of their injury, compensation, treatment, vehicle or modification needs without prior WCB Claim Owner authorization. The Service Provider shall direct the Worker back to the attending WCB Claim Owner to address these issues.

Reporting/Service Guidelines

1. The service provider will commence assessment within five (5) working days from the date of referral.
2. The service provider will provide the completed Assessment Report to the WCB within five (5) working days from the date of Assessment.
3. The report will address the criteria as outlined in the Assessment Report, as well as specific issues and questions identified by the Claim Owner.
4. The report shall be **typewritten**.