



### Sign on

I am a planner.

I like to be organized and coordinated, especially when others are relying on me.

This is a value I share with WCB and a big part of why I love working here.

In the months leading up to the announcement of new legislative changes, I saw so much planning and preparation. We wanted to ensure we were as prepared as possible for any new legislation, and ready to do everything we could to make the transition smooth for everyone who might be impacted.

I'm proud to work with so many individuals who value doing good work for our stakeholders. I know they are here for you. They're ready to help you and work with you in any way you need support.

There are many changes on the horizon in the coming months. We'll be your partner as we work to make these changes successful. One way we'll do that is to keep you informed. Check out page 5 for ways to stay up-to-date.

As Henry Ford once said, "working together is success."

Let's be successful together.

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**Do you have an idea for a story?** *We would love to hear from you.*

*Please contact Jamie Hall at [jamie.hall@wcb.ab.ca](mailto:jamie.hall@wcb.ab.ca) or 780-498-3968.*

The deadline to file your annual return is Feb. 28, 2018. If you're an employer, you're required to fill out an annual return, reporting insurable earnings paid to your workers in the last year along with the earnings you expect to pay in the upcoming year. This information is important to ensure you are paying the correct premium amount.

Filing your return online is quick and easy. Built-in calculations, error-checking and simple navigation make the process smooth. All you need is your account number and password, both of which will be mailed to you at the end of December.

Need help filling out your return? Check out the online demo at [www.wcb.ab.ca](http://www.wcb.ab.ca) > Insurance and premiums > Annual returns.

### Updated worker and employer handbooks now available

Produced by WCB-Alberta, these handbooks explain what workers and employers can expect throughout a claim and when working with WCB. They also include important reporting forms.

Visit [www.wcb.ab.ca](http://www.wcb.ab.ca) > Resources > For employers/For workers > Forms and guides to view or download a copy of the newest handbooks. You can request hard copies online using the *Order WCB forms* page.

### New FLRA for visiting clinicians

When WCB clinicians visit your work site to conduct assessments for your injured workers, they are now equipped with a field level risk assessment (FLRA). The clinician completes the FLRA before entering your physical job site, to ensure they're aware of potential hazards and associated risks in order to identify control measures for their protection.

The visiting clinician may ask you a few questions to help them complete the FLRA. This is not an assessment or an evaluation of your workplace—the FLRA functions as a tool to ensure the clinicians are prepared for their visit to your work site.

Thank you for taking the time to inform visiting clinicians of potential risks they may encounter during their visits.