

How to become an authorized psychology provider

WCB-Alberta requires specific administrative information before a psychologist or master social worker can become an authorized contracted WCB provider.

Please ensure your application includes the following:

1. Include a cover letter with the following information:
 - Practice location including legal name and clinic operating name if applicable
 - Physical address
 - Mailing address
 - Clinic/practice general email and phone number
2. A completed application form.
3. A copy of your comprehensive or commercial liability insurance, with an insurer licensed in Alberta, in an amount not less than FIVE MILLION (\$5,000,000.00) DOLLARS per occurrence, and for an aggregate (if more than one occurrence) of not less than FIVE MILLION (\$5,000,000.00) DOLLARS.
4. An up-to-date CV (indicating education and work experience).
 - A list of specialized courses
 - Alberta registration number including any registration outside of the province
5. A commitment to using the WCB's electronic reporting system as a condition of becoming WCB approved (this should be included in the cover letter). To meet this requirement, the applicant will require a PC running Microsoft Internet Explorer 5.5 or higher and a high-speed internet connection. Applicants in geographic locations where high-speed Internet access is not available will be exempt from this requirement upon providing notification to the WCB. Information on how to sign up for online reporting will be sent to you upon receiving your signed contract.

Please send the above to hcs.psychology@wcb.ab.ca or: P.O. Box 2415
Edmonton, AB T5J 2S5
Fax: 780-427-5863

The approval process will take approximately up to 14 business days. If you have any questions during this process, please email hcs.psychology@wcb.ab.ca.

The clinician will not provide services to workers until the contract has been signed and given final approval.

The WCB does not represent or warrant that any minimum amount of work or dollar value will be realized by the Contractor. The WCB does not represent or warrant that the Contractor will realize any specific amount of business if granted a contract for psychology services to injured workers.

Incomplete applications will not be considered for a contract until all information is received by WCB.

If successful, a contract will be forwarded for signing through the online platform DocuSign.