

**Alberta WCB
Policies &
Information**

Chapter:

BENEFITS

Subject:

RETURN-TO-WORK SERVICES

Authorization:

Date:

BoD Resolution 2018/04/25**June 26, 2018****APPLICATION 7: TRAINING****1. *When does WCB sponsor retraining programs?***

When a worker is unable to return to the pre-accident occupation or earnings level because of permanent compensable work restrictions, WCB may sponsor a cost-effective training plan to improve the worker's post-accident earnings potential.

As indicated in Policy 04-07, *Services for Workers with Severe Injuries*, WCB may make an exception for severely disabled workers with catastrophic injuries such as quadriplegia, paraplegia, severe brain injury (as assessed by a neurologist, physiatrist or neurosurgeon using standard criteria), or other similar injuries, and sponsor a training program for reasons unrelated to earning capacity.

2. *What limitations are there?*

WCB sponsors retraining only if it is reasonably necessary to rehabilitate the worker to pre-accident earning capacity. The training plan must be cost effective, with a reasonable probability of success.

WCB assesses the worker's abilities, aptitudes, interests, and educational readiness to ensure a probability of success in the training program. The program must also be compatible with the worker's physical characteristics (mental, physical, etc.) and any ongoing medical treatment.

Also, WCB will sponsor only one overall training plan as part of a worker's return-to-work rehabilitation from any one injury. Exceptions may be made if changes to the training plan are necessary due to circumstances over which the worker has no control (for example, a change in medical condition), or if an additional program would help reduce remaining earnings loss.

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Limitations (continued)

More than one training program may be necessary for the overall training plan. For example, a worker may need to complete an upgrading program to meet the entrance requirements for a technical training program.

3. *What kind of training will WCB sponsor?*

Depending on the worker’s vocational needs, training may range from short-term training-on-the-job to part-time or correspondence courses, to full-time technical or academic programs.

When WCB sponsors a worker in a training program or a WCB-approved correspondence or part-time course, WCB will pay the “reasonable and necessary” costs of fees, books, and supplies when registration is confirmed.

4. *Will WCB sponsor training for workers with temporary work restrictions?*

WCB may sponsor retraining if it will be some time before it can be confirmed whether the restrictions will become permanent. In these circumstances, it may be more effective to start the retraining process, rather than waiting until there is a final medical determination.

WCB may also consider short-term training courses as a rehabilitative measure during a lengthy convalescence.

5. *What are the worker’s responsibilities?*

WCB sponsors retraining when it believes the training is necessary to improve the worker’s post-accident earnings potential. If the worker chooses not to participate in an approved training plan, WCB may suspend or terminate training benefits.

Ongoing sponsorship in any training program is dependent on the worker's active cooperation and participation in the process. If the worker does not meet the attendance and progress requirements of the program, WCB may suspend or withdraw financial sponsorship for the training program.

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June 26, 2018**APPLICATION 7: TRAINING****6. *What training costs will WCB cover?***

When WCB is sponsoring a worker in a training program, it may provide:

- a retraining allowance
- the reasonable and necessary costs of fees, books, and supplies for the authorized program
- a transportation allowance
- an accommodation allowance, if the worker has to maintain a second residence while attending the program

7. *When does WCB approve temporary relocation of workers?*

If a worker is participating in a long-term academic retraining course as part of a return-to-work plan, and the worker is required to travel to a place other than where he or she resides, WCB will determine whether it is cost-effective to temporarily relocate the worker. If temporary relocation is the most cost-effective plan, WCB will pay the reasonable costs of temporarily relocating the worker to the centre where the course is held (see Policy 04-02, *Temporary Benefits*). If the worker chooses to commute rather than to relocate, WCB may limit the travel costs to an amount equal to the temporary relocation costs.

8. *When is this policy application effective?*

This policy application (Application 7 – Training) is effective September 1, 2018, and applies to all decisions made on or after that date, except when noted otherwise in a specific policy section(s).

[Document History](#)**Previous versions**

- [Policy 0405 Part II, Application 5 - April 2018](#)
- [Policy 0405 Part II, Application 5 - August 2015](#)

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- [Policy 0405 Part II, Application 5 - April 2008](#)
- [Policy 0405 Part II, Application 5 - January 2004](#)
- [Policy 0405 Part II, Application 5 - September 2001](#)
- [Policy 0405 Part II, Application 5 - October 1997](#)
- [Policy 0405 Part II, Application 5 \(consolidated manual 1st Issue\) - February 1997](#)