

**Operational
Policy**Section
Reporting an Injury/DiseaseSubject
Progress Reports

Policy

When a claim is allowed, the WSIB may request that progress reports be completed by the worker and employer, as required.

Guidelines

The WSIB periodically requires current information to confirm continuing entitlement to benefits in an allowed claim. To obtain this information, decision-makers send out progress reports to be completed and returned to the WSIB by the involved parties. Without the information provided in these completed reports, payment of benefits may be delayed.

Report sent to workers

How frequently a progress report is sent to a worker depends on the worker's expected recovery time. This form is used to keep the decision-maker informed about dates of health care appointments; how the worker's recovery is progressing; and an estimated date of the worker's return to work.

Report sent to employers

The WSIB sends a progress report to the employer to obtain information regarding communication between the workplace parties, and when the employer expects the worker to return to work.

~~The Employer's Subsequent Statement (form 0009A) is stockpiled with employers. This form is also available at www.wsib.on.ca.~~ The employer is responsible for completing and returning ~~the form~~ [an employer's subsequent statement](#) when the worker returns to work. This form notifies the decision-maker:

- of the exact date the worker returned to work
- of the type of work the worker is performing (regular or modified), and
- if the worker's earnings are the same as before the accident.

[These forms are available at wsib.ca.](http://wsib.ca)

Application date

This policy applies to all decisions made on or after ~~June 15, 1999~~ [December 5, 2024](#), for all accidents.

Document **H**istory

This document replaces 15-01-10 dated ~~June 15, 1999~~ [October 12, 2004](#).

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References

Legislative Authority

Workplace Safety and Insurance Act, 1997, ~~as amended~~
Sections 23, 40(1)(c), ~~(2)(c)~~

Workers' Compensation Act, R.S.O. Revised Statutes of Ontario 1990, ~~as amended~~
Sections 72(1), 133(1)

Minute Approval

~~Administrative
#7, June 23, 2004, Page 375~~