



Interior Lumbermen's Benefit Group

March 23, 2020

To Plan Sponsors and Members:

Re: WI Claims Process & Self-Isolation/Quarantine Periods

The purpose of this bulletin is to update all participating companies in the Interior Lumbermen's Health & Welfare Plan on recent decisions of the Board of Trustees flowing from rapidly changing circumstances associated with the COVID-19 illness.

On March 20, 2020, the Board of Trustees endorsed the following changes **effective March 15, 2020**:

- To waive the normal five (5) day waiting period (normally applicable to claims due to illness) on approved COVID-19 claims. Claims accepted on this basis will be for a maximum of 14 days.
- To substitute the Attending Physician's Statement (APS) normally required to substantiate and initiate a WI claim, and replace with a "Plan Member Confirmation of Illness Form". Upon adjudication approval, weekly benefits for a suspected COVID-19 illness will be payable for a 14-day period.
- Provision of benefits beyond the 14-day period will be contingent on normal medical validation and associated adjudicative processes (APS).

The above changes are temporary in nature and subject to review. They are based on the BC Government recommended protocol to be followed in the event of suspected contraction of COVID-19.

The adjudication process above does not impact any other illness or injury claim process for Weekly Indemnity.

For further clarity, the claims process for those exhibiting symptoms or diagnosed with COVID-19 is as follows:

- If an employee is experiencing symptoms of COVID-19 or has a clinical diagnosis, they should NOT attend to the workplace
- A self-assessment tool is available at <https://covid19.thrive.health>.
- They can utilize support services through the medical system, and/or call the nurses line at 8-1-1

340 - 1855 Kirschner Road, Kelowna, B.C. V1Y 4N7
Telephone: (250) 860-3738 or 1-800-668-9943 Fax: (250) 868-2977
Email: hwadmin@iflra.com Website: www.ilbg.ca



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- They should contact their employer by phone or email to initiate a WI claim
- Claim forms should be e-mailed or mailed to the employee
- The employee should complete the Employee's Statement section of the claim form and submit the form directly to Interior Lumbermen's either by email, fax or mail (the address is on the bottom of the WI Claim Form)
- The employee will need to include a statement in the Employee section of the form that they are making a claim because they are experiencing COVID-19 related symptoms
- The Employer will be required to send the Employer Statement directly to Interior Lumbermen's
- Once both statements are received by Interior Lumbermen's, the Plan Adjudicator will then e-mail or mail the employee a "Plan Member Confirmation of Illness Form" for completion by the employee
- The employee is required to submit the completed "Plan Member Confirmation of Illness Form"

Please note, employees who are self-isolated but have no COVID-19 symptoms are not eligible for WI but and should be directed to apply for EI.

We will continue to monitor the situation and provide updates to our membership as they become available. In the meantime, should you have any questions or concerns, please contact our office.