

Information Bulletin

March 3, 2021

**Attention: Self Managed Personal Care (SMPC)
Contractors**

Subject: Schedule B Changes

Changes to the Schedule B – Care Plan Costs

We would like to provide an important update to some changes in the new Schedule B you will soon be receiving.

New changes

- According to the Government of Canada, the new Employee and Employer Contribution Rate for Canada Pension Plan (CPP) in 2021 is now 5.45% (*changed from previously listed 5.25%*). This has been updated on your new Schedule B.
- If you are currently registered under Classification Unit (CU) 766006 for the WorkSafeBC Assessment Rate (%), please note this should be updated to CU **764029**. Please correct this by contacting Employer Service Centre at

Phone: 604.244.6181 (Lower Mainland)

Toll-free: 1.888.922.2768 (Canada)

to request a classification review. You will notice a change on your new Schedule B that reflects a 1.4% Assessment Rate (*changed from previously listed 1.09%*) based on this updated CU.

*Please inform us if your new Assessment Rate is higher than 1.4% after a classification review, as your individual rate may differ.

- You will note that the HCA hours in the 'Average Hours/Day' column on your Schedule B has been calculated by dividing each HCA Approved Total Hours per Month by 31 Days. *This 'Average Hours/Day' number will be different from the HCA Actual Number of Hours Worked per Shift where the HCA does not work all days in a month.* Please note that your bookkeeper should bill WorkSafeBC the 'HCA Average Hours/Day' calculated in the same way (ie. Total Hours per Month worked by each HCA divided by 31 Days = Average Hrs/Day for each HCA) to avoid confusion about the billed total monthly hours.

Reminders

- Please submit any and all permanent changes in your caregiver staff (ie. Personnel, hours worked per day/week, maternity leaves, etc.) via fax to 604.276.5194 or email Purchasing so we may keep your Schedule B – Care Plan costs current. Include your name, claim number and contract number on all pages of fax or email correspondence to WorkSafeBC.
- Please remember to send the updated Schedule B – Care Plan Costs to your bookkeeper once received. WorkSafeBC is unable to direct this information to anyone other than the contractor for privacy reasons.

Communications

We will continue to send any future updates in the form of bulletins such as this, in an effort to keep everyone updated on contractual expectations, processes and changes.

- Questions regarding contract processes, forms or reports should be sent to the Program Manager.
- Questions regarding your ongoing healthcare entitlement, current care plan, related health care questions and service quality issues should be sent to your Case Manager.
- Questions or information submission regarding your Schedule B – Care Plan costs should be emailed to the Purchasing Department at Purchase@worksafebc.com.

Contact us

Britney Foster
Program Manager
Health Care Programs
604.276.3258
1.866.244.6404 press 2
britney.foster@worksafebc.com

For more information about other health care programs at WorkSafeBC, visit us online at <https://www.worksafebc.com/en/health-care-providers>