DUNK & ASSOCIATES INC.
SYSTEMS24-7

DUNK & ASSOCIATES INC.
WSIB HEALTH & SAFETY EXCELLENCE PROGRAM (HSEp)

WHAT IS THE HSEp?

2020 launched the WSIB's HSEp that recognizes an Employer's and workplace's efforts in safety. This new program integrates the strengths of the previous WSIB Small Business, Safety Groups, and Workwell programs. This new model provides a clear road map for Ontario businesses to improve health and safety and achieve recognition and will help make Ontario a healthier and safer place to work.

Whether you are just getting started or want to optimize systems and processes you already have in place, the Excellence program can help you reach your goals.

Participants can earn both financial and non-financial rewards and create safer workplaces.

Dunk & Associates does not take a percentage of the Employer earned rebate; we never have, and we never will.

WHAT DUNK OFFERS?

Dunk & Associates offers more than just documents and legal jargon. We engage with each firm and meet you where you are at on your safety journey. Whether one employee or 10,000, we have the resources to assist you in building your safety program.

Dunk & Associates is an **approved provider** of the HSEp in Ontario. We have been a provider with the WSIB in the Safety Groups program since 2003 and are now one of the **most experienced** approved providers for the HSEp. We are "leaders in safety" and our team of professionals is comprised of a variety of specialists in safety, human resources, claims management, and administrative supports. Dunk is only a phone call away to our HSEp members. We specialize in making the **journey simple for safety**. With a client base of more than 2000 workplaces, Dunk has the system, training programs, templates, procedures and fully vetted content for you, with **unlimited access** to your business. We provide online services, e-learning and simple processes with **fully developed supports** for every sector in Ontario. This includes those regulated by the Canadian Labour Code.

Visit **www.systems24-7.com**, call **1-866-754-8839** or email **excellence@systems24-7.com** to learn more.

WHAT'S INCLUDED IN THE HSEp

WEBINARS

We host our meetings and sessions via webinar, making it easy for you to participate. As updates to both HSEp and impacting legislations are communicated through our Guidance and Instruction webinars, attending all quarterly webinars are mandatory.

Dunk webinars build competencies in the selected Topics you are working on and teach you how to achieve and exceed the minimum legal compliance.

With four monthly webinar options to choose from in a variety of topics (ie. safety compliance, claims management, culture and human resource advice), you can choose to join live, or watch the recordings later at your convenience. Unlimited webinars are included in your participation fee.

Participation also gives you access to our archive of recorded webinars.

INCLUDED SERVICES

- Guidance in selecting the best health and safety topics for your workplace.
- One to one phone call to review and complete WorkPlan.
- Resources to build the competencies required for each topic, including recorded webinars.
- Excellencee eBlasts and resources.
- Mandatory webinars for Guidance and Instruction on the HSEp requirements (quarterly).
- Samples of program topic, policies, associated forms, training and support.
- Coaching calls by Dunk & Associates to assist with program implementation.
- Opportunities to network and share resources with other member firms.
- One review of any required additional evidence for WSIB validation process, as needed.

COST TO PARTICIPATE

Fees to participate are for a 12-month enrollment.

$500 per Topic per firm/ account number (minimum of 1 to a maximum of 5 topics) for each million dollars in WSIB premium per account number. For multiple locations, please call for a quote.

Unused topics will not carry over. A one-time extension can be purchased at $75 per topic for 3 months if needed to complete the program. No refunds or credits once the workplan is approved.

Want to learn more?
Contact Dunk & Associates today!

Visit **www.systems24-7.com**, call **1-866-754-8839** or email **excellence@systems24-7.com**.

DUNK PROGRAM GUIDELINES

- Employers can choose to work on 1 to 5 health and safety topics in a 10-month period. The additional 2 months in your enrollment is for validation support if required.
- Topics provide for customization to your business size and sector – make these topics work for you! Choose your level of entry and the topics which are relevant to you.
- Registration is open all year and you can start whenever you want. Dunk provides four Mandatory Guidance and Instruction webinars a year.
- Financial and non-financial recognition is based on your firm's individual success.

HOW IT WORKS

1. **Join:** Choose an approved provider (Dunk is an approved provider), complete an assessment and select from 1-5 topics to work on.
2. **Develop:** Learn and implement safety topic(s) with the services and supports of Dunk. Dunk reviews, online, all evidence prior to the next step of WSIB submission.
3. **Demonstrate:** Submit evidence of implementation for review by a WSIB validator.
4. **Achieve:** Receive rebates and non-financial recognition.
5. **Validate:** An onsite WSIB visit to validate the evidence you submitted for a topic may occur.

FINANCIAL REWARDS

Under the 2020 Rate Framework, employers will fall into one of two categories based on their ability to influence their premium rates. Predictability is a measurement of how much your past claims and insurable earnings can be used to predict future outcomes. This information will be available on the WSIB Compass portal at https://www.wsib.ca/en/looking-data.

Group 1: Low Predictability (under 20%)

Businesses who have low past claims and low insurable earnings qualify for a minimum $1,000 rebate per completed Health and Safety Topic or 2% of their premiums, whichever is greater, up to 100% of WSIB premiums. The maximum potential rebate for any firm is $250,000 per 12 months, for five topics completed or 100% of premiums paid.

Group 2: High Predictability (over 20%)

Businesses who have high claim costs and considerable insurable earnings qualify for a 1.4% rebate off their WSIB premiums up to a maximum of $50,000 per completed Health and Safety Topic or 100% of their premium. The maximum potential rebate for any firm is $250,000 per 12 months, for five topics completed or 100% of premiums paid.

NON-FINANCIAL REWARDS

- Enhance your safety culture and improve your safety performance.
- Create structure and goals for your safety program.
- An HSEp participation badge will be visible in the WSIB COMPASS when a firm's action plan is approved by the WSIB (updated quarterly). Firms will receive additional COMPASS recognition for each topic and level completed, as well as number of years in the program.
- Annually, an achievement report will be sent to employers from the WSIB providing their progress in the program.

PROCESS FOR THE HSEp

See our flowchart to help guide you through the HSEp.

GUIDANCE AND INSTRUCTION WEBINARS

If you are interested in the HSEp, we invite you to watch our HSEp information session and or attend a live Guidance and Instruction webinar to learn more about the program. Come and join us as we discuss the program requirements, build topic competency, explore the five steps of implementation and learn whats new in Ontario. These engaging sessions are held four times a year! Network with other firms, learn from our professionals, and bring your questions. To register, copy and paste the links below.

January 10th

HSEp Guidance and Instruction Webinar

January 10, 2023
9:00am-11:00am EST

https://systems24-7.adobeconnect.com/excellenceguidance9/event/registration.html

April 11th

HSEp Guidance and Instruction Webinar

April 11, 2023
9:00am-11:00am EST

https://systems24-7.adobeconnect.com/excellenceguidance10/event/registration.html

June 13th

HSEp Guidance and Instruction Webinar

June 13, 2023
9:00am-11:00am EST

https://systems24-7.adobeconnect.com/excellenceguidance11/event/registration.html

October 10th

HSEp Guidance and Instruction Webinar

October 10, 2023
9:00am-11:00am EST

https://systems24-7.adobeconnect.com/excellenceguidance12/event/registration.html

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DUNK-HSEp FEES

Annual Membership Pricing

Dunk-HSEp Membership Annual Fee

Regular Pricing:

- $500 per topic (min. 1, max. 5) for each million dollars in WSIB premium per account number.
- For premiums in excess of 1 million and/or multiple locations per WSIB account, please call for a quote.

Up to two attendees for each webinars/events and two account accesses to the Dunk portal for each million of premium.

Corporations that hold a WSIB Corporate Identification please call Dunk for pricing discounts and access numbers. Your firm must have a WSIB corporation identification for claims and the maximum rebate is $50,000 per topic to apply the program at this level of operation.

Fees provide the following services:

- Access to the Dunk HSEp portal for all resources, content and program information.
- Resources to build the competencies required for each topic.
- Excellence eBlasts and resources.
- Webinars for Guidance and Instruction on the HSEp requirements (quarterly). These webinars are mandatory to attend.
- Samples of program topic, policies, associated forms, training and support.
- Coaching calls by Dunk & Associates to assist with program implementation.
- Opportunities to network and share resources with other member firms.

- Review of evidence submission (does not include policy review or rewriting of evidence story and documents). This review will include written recommendations to the Employer needed for Dunk approval to submit to WSIB.
- One AER submission review and approval for WSIB if required.
- One preparation virtual meeting if selected for a validation onsite visit for that topic.
- WSIB meeting participation by Dunk, if required on a topic, evidence, or validation support.

Additional Fees

Professional review of policy for topics is $75 per topic or $300 for 5 topics

Fee includes providing recommendations for improvements, identification of requirements not being met either for topic or implementation of topic, one phone/virtual consultation with firm to review findings and recommendations, opinion as to readiness for Ontario Accreditation – Supporting Ontario's Safe Employers Program, and written recommendations for improvements to program management.

Onsite visit for full Occupational Health and Safety system assessment - call for quote

Physical walk around to assess overall safety processes and culture including first aid, health and safety board, hazard identification and reporting, work refusal process, hazard controls, etc.

Systems 24-7 private client service - call for quote

- Various packages can be customized based on your business needs.
- Systems 24-7 offers tools in Health & Safety, Human Resources, Wellness, and Technology.
- Assistance and support for managing your programs.
- Access to online training courses. For a list of all our courses, visit https://www.systems24-7.com/training-elearning
- Is a great way to track and share evidence for HSEp.

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DUNK AND ASSOCIATES HSEp

Registration Form

Please fill in the information below.

$500 per topic (min. 1, max. 5) per 1 million in WSIB Premiums for each account number.

Includes Dunk & Associates supports and services, competency development tools.

Fees are based on your previous year's premium amounts. If paying less than 1 million in premiums, the fee remains $500 per topic.

For multiple locations per WSIB account number, please contact us for pricing.

Previous Years' WSIB Premium Amount: _____

Number of Topics (1-5): _____

Dunk & Associates does not take a percentage of the Employer earned rebate; we never have, and we never will.

Date of Registration: _____

This Registration is for:

☐ One WSIB account. Account # _____ Number of locations covered by this account number. _____

☐ Multiple account numbers; please complete excel spreadsheet and submit with this registration form.

Total number of account numbers. _____

Enrollment commences the date that you submit your registration form to Dunk & Associates.

CONTACT INFORMATION

Primary Point of Contact's Name: _____

Telephone: _____ ext: _____ Email: _____

Billing Information

Company Legal Name: _____

Company Operating Name: _____

Address: _____

Telephone: _____

If a purchase order number is to be included on the invoice please provide: _____

Name of Person that invoice is to be sent to: _____

Email of where invoice is to be sent: _____

Signature: _____

☐ Check off if you have read and agree to all the terms and conditions *(on following page).*

Email your completed forms to excellence@systems24-7.com. Questions? Call us at 1-866-754-8839

DUNK & ASSOCIATES TERMS AND CONDITIONS OF PARTICIPATION:

1. Employers must submit a completed registration form to Dunk & Associates to be registered into the HSEp program.

2. Employers applying to participate in the HSEp must have an active account in good standing with WSIB.

   An employer that experiences a fatality will be disqualified during that year from participating in the rebate.

3. Employers can only register with one HSEp Provider, and cannot switch during their 12 month cycle, unless approved by WSIB.

4. Employers must attend all of our Guidance and Instruction webinars as each session is different and will provide Employers with any HSEp and legislation updates. During these webinars, employers are encouraged to participate.

5. Employers participating in the HSEp are required to select one to five topics annually from the 36 topics, as set out in the HSEp Member guidelines.

6. Employers must complete a Health & Safety Assessment the first year they participate in the HSEp; completion in subsequent years is voluntary.

7. Employers are required to submit evidence to demonstrate they have implemented their chosen topic(s) within 10 months of your registration date. This provides Dunk & Associates with enough time to do a comprehensive review of evidence to ensure employers receive the highest rebate employers are entitled to. If extensions are required to complete the program, the cost is $75 per topic for additional 3 months.

8. Any AER evidence submissions must be submitted 2 weeks prior to submission deadline to provide Dunk & Associates with enough time to review evidence and provide any feedback as required. Any submissions after this deadline will result in your topic being marked as incomplete.

9. Employers must maintain a point of contact with Dunk & Associates. If there are any changes, Dunk & Associates must be notified.

10. All evidence submitted by the employer will be reviewed by WSIB, with some employers being selected for an onsite validation (virtual). If selected, employers may need to allow WSIB access to all locations under the account number.

11. An employer who declines to participate in an onsite validation (virtual) will not receive any recognition; financial or non-financial.

12. Employers will only be validated on the topics that evidence is submitted for; if topics are being deferred, the employer must notify Dunk & Associates. No refund or credit is given for deferred topics.

13. Employers and their employees may be asked to participate in questionnaires or surveys as part of the ongoing HSEp evaluation.

14. Employers are required to adhere to the Excellence program requirements as outlined in the HSEp Health and Safety Topics Guide, current edition.

15. No refunds or credits are allowed after 45 days from your date of registration.

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