

General

- Perform a medical assessment of only the relevant anatomical parts/systems which the WSIB has accepted permanent impairment as indicated on the Request for Non-Economic Loss (NEL) Medical Assessment Form (form 3848A).
- **You are the only physician authorized to do this assessment. Please contact us if you are unable to do it.**
- DO type or write legibly in black ink (for photocopy).
- DO NOT include any inappropriate personal remarks or editorials, as reports are read by the employer as well as the worker.
- DO NOT initiate any investigation or treatment. Your role is that of a "Third Party Assessor". If you have any concerns, notify the treating physician and/or the NEL Medical Coordinator at (416) 344-4513.

Forms

- All forms must be completed and returned. If "not applicable", record as either "N/A" or put a stroke through it.
- Sign the NEL Summary Report (form 3928A).
- If your physical findings differ from the findings documented in the file forwarded from the WSIB, record this in Section 6 of the NEL Summary Report and describe the discrepancy.
- The Upper Extremity Neurologic Recording Form (form 3943A) is used to record injuries to peripheral nerves (other than digital) or for Carpal Tunnel and Ulnar Entrapment Syndromes.
- Complete an Activities of Daily Living Form (form 3929A), if included, as a joint exercise with the worker.

Measurements

- Consult your syllabus regarding specific methods of measurement.
- Record ranges of active joint movement. An indication of "Normal" means "Measured and Normal". A blank record is not assumed to be normal.
- When joint movements are subtle, e.g. of thumb, record measurement of the opposite (uninvolved) side too.
- Injuries to digital nerves should be recorded on the Hand Recording Form (form 3930A). Record the digital sensory losses on one or both sides of the volar surface of the digit(s) and indicate the upper margin of abnormality on the digit diagrams. A Two Point Discrimination value should be recorded for the most distal area of the digit.

Other Issues

- Retain a copy of the assessment in your office. You may be contacted by the WSIB for clarification/elaboration of data. (Retention of patient records is also required by the College of Physicians and Surgeons of Ontario.)
- DO NOT give the worker a copy of the assessment. When the WSIB reviews and accepts your report, a copy will be mailed by the WSIB to all parties.
- You are not expected to calculate a specific percentage of impairment for the worker. That is the WSIB's responsibility.
- Any questions or concerns raised with you by the worker or representative should be referred to the WSIB.
- For billing purposes, record the time spent with the worker, the time spent reviewing documents and the time spent completing the report. For general billing purposes, phone the NEL Process Manager at (416) 344-5336.
- DO NOT hesitate to call the NEL Medical Coordinator at (416) 344-4513, should you experience any problems relating to your NEL assessments.