

## Summary of Policy and Procedure Revisions – January 2023 Updates -- Bulletin-32

This Bulletin provides a summary of recent revisions to PRIME policies to reflect a three-year phased-in implementation to the PRIME Program that includes two fundamental changes:

- Reduce the threshold to determine employer size to \$10,000 in average base assessments, from \$48,000 in the current program.
- Introduce different requirements for small, medium and large employers to qualify for the practice component. Small employers will need to complete education, medium employers need an OHS program, large employers will require a certification component.

The first phase of the revised PRIME program implements Path 1 - OHS education. This Path is for employers who pay less than \$10,000 in average based assessment annually and have less than 10 workers at each worksite for provincially regulated employers and fewer than 20 workers at each worksite for federally regulated employers.

To reflect implementation of Path 1 – OHS Education, the Board of Directors approved revisions to PRIME policies on June 30, 2022, for effect on January 1, 2023. General updates include an added Merits and Justice section and an updated reference section to add all cited policies.

Additional updates for each policy are outlined below.

### PRIME

#### PR-01 PRIME Overview

- Updated the reference to health and safety to include occupational (OHS).
- Added OHS education as a compliance requirement for the PRIME program.
- Added Path 1 – OHS Education as the first phase of the revised PRIME program to outline the requirements that small employers must meet to qualify for the practice incentive component.
- Defined categories for small, medium, and large employers to outline the requirements that each employer category must meet to qualify for the practice incentive component of PRIME.
- Clarified that a combination of information is used to calculate and validate PRIME refunds.

- Clarified the claim costs excluded from PRIME to also exclude cash payments as a result of fraud, misrepresentation or non-disclosure.
- Removed the reference to the old PRIME program implementation.
- Added reference to Policy PR-14 PRIME Practice Incentive Path 1 – OHS Education.

## **PR-02 PRIME Calculations**

- Added OHS education as a compliance requirement for PRIME program.
- Removed the reference to the old PRIME program implementation.
- Added references to Policy PR-14 PRIME Practice Incentive Path 1 – OHS Education and Procedure 505.00 PRIME Calculations.

## **PR-03 PRIME Adjustments**

- Removed the reference to the old PRIME program implementation.
- Added reference to Policies PR-14 PRIME Practice Incentive Path 1- OHS Education and ES-13 Administrative Cost Relief.

## **PR-04 PRIME Groupings and PR-05 PRIME Reporting**

- Removed the reference to the old PRIME program implementation.

## **PR-06 PRIME Practice Incentive for Provincially Regulated Employers**

- Updated the reference to health and safety to include occupational.
- Updated the reference to PRIME employer size to include small, medium, and large.
- Added reference to Policy PR-11 PRIME Transitional Policy for information on the effective dates of the phased-in changes to the PRIME program.
- Added that effective January 1, 2023, provincially regulated employers categorized as Path 1 – education must meet the education requirements outlined in Policy PR-14 PRIME Practice Incentive Path 1: OHS Education to qualify for a PRIME refund.
- Clarified which provincially regulated employers are required to meet the PRIME practice incentive criteria in order to qualify for a PRIME practice refund.

## **PR-07 PRIME Practice for Federally Regulated Employers**

- Updated the reference to health and safety to include occupational.
- Updated the reference to PRIME employer size to include small, medium, and large.
- Added reference to Policy PR-11 PRIME Transitional Policy for information on the effective dates of the phased-in changes to the PRIME program.

- Added that effective January 1, 2023, federally regulated employers categorized as Path 1 – education must meet the education requirements outlined in Policy PR-14 PRIME Practice Incentive Path 1: OHS Education to qualify for a PRIME refund.
- Clarified which federally regulated employers are required to meet the PRIME practice incentive criteria in order to qualify for a PRIME practice refund.

## **PR-08 PRIME Practice for Provincially Regulated Construction Employers**

- Removed the reference for provincially regulated construction employers to have a valid letter of good standing in order to qualify for a PRIME practice refund. Construction employers will continue to require COR™ certification.

## **PR-09 PRIME Practice for Federally Regulated Construction Employers**

- Removed the reference to the old PRIME program phased-in requirements.
- Added that all federally regulated construction employers must be COR™ certified to qualify for a PRIME practice refund.
- Updated the requirements for the practice incentive criteria and which federally regulated construction employers are required to meet these criteria to qualify for a PRIME practice refund.

## **PR-10 PRIME Audit for Non-Construction Employers**

- Updated the reference to PRIME employer size to include small, medium, and large.
- Removed the background information section to be consistent with other PRIME policies.
- Clarified how information for a PRIME audit may be submitted.
- Removed the reference to the old PRIME program implementation.

## **PR-11 PRIME Transitional Policy**

- Added new phase-in information for the revised PRIME program.
- Removed the reference to the old PRIME program implementation.

## **PR-13 PRIME Audit for Construction Employers**

- Removed the background information section to be consistent with other PRIME policies.
- Clarified that WorkplaceNL and the Newfoundland and Labrador Construction Safety Association (NLCSA) has a Memorandum of Agreement that establishes the general obligations and standards of both parties for the purpose of PRIME audits for construction employers.

- Removed the reference to the old PRIME program implementation.

## **PR-14 PRIME Practice Incentive for Path 1 – OHS Education**

- New policy to clearly outline the PRIME program requirements that are effective for small employers on January 1, 2023.