



Practitioner submitted task: Prepared for the Project, Teaching to Fish (Build Tasks) Integrating OALCF Task Development within Ontario's Literacy Programs (2014)

OALCF Task Cover Sheet

Task Title: WSIB Worker's Report Form 6

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|--|--|
| Learner Name: | |
| Date Started: | Date Completed: |
| Successful Completion: Yes ___ No ___ | |
| Goal Path: Employment <input checked="" type="checkbox"/> Apprenticeship <input checked="" type="checkbox"/> Secondary School ___ Post Secondary ___ Independence ___ | |
| Task Description: Learner is to become familiar with WSIB Worker's Report form 6; where to find it, purpose, how to complete, and where to send it. | |
| Competency: A: Find and Use Information B: Communicate Ideas and information D: Use Digital Technology | Task Group(s): A1: Read continuous text A2: Interpret Documents B2: Write Continuous Text D2: n/a |
| Level Indicators: A1.1: Read brief texts to locate specific details A1.2: Read texts to locate and connect ideas and information A2.1: Interpret very simple documents to locate specific details A2.2: Interpret simple documents to locate and connect information B2.1: Write brief texts to convey simple ideas and factual information D.2: Perform well-defined, multi-step digital tasks | |
| Performance Descriptors: see chart on last page | |
| Materials Required: <ul style="list-style-type: none">• Pen or pencil, computer with Internet Access and printer | |



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Employees need to report injuries or accidents to the WSIB.

Learner Information and Tasks:

Task 1: Search the internet for the WSIB website, download and print a copy of the Worker's Report of Injury/Disease (Form 6)

Look at the Worker's Report of Injury/Disease (Form 6).

Task 2: Circle the address where you would mail your completed form.

Task 3: What type of instrument must you use to complete this form by hand?

Task 4: If you were to fax this form, which number would you use?

a) Write the number here _____

b) Explain why you chose this number.

Task 5: What does the acronym WSIB stand for?

Task 6: Where can you find a guide to complete this form?

Task 7: Why would you use this form?



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Answer Key

- Task 1:** The learner will find the form at www.wsib.on.ca and must decide how to find and download the form from the site.
- Task 2:** Circle the mailing address at 200 Front Street West, Toronto, ON
- Task 3:** A pen with black ink must be used on formal documents so that the information cannot be changed.
- Task 4:** This answer will depend on where the learner is located. If they are local to the Toronto area they should use the 416-344-4684 number. If they are outside the GTA (Greater Toronto Area) they should use the 1-888-313-7373. The learner should understand that this number is toll-free or no charge to call.
- Task 5:** WSIB stands for Workplace Safety and Insurance Board. It was formerly known as the Workmen's Compensation Board (until they acknowledged women worked too) and then the Workers Compensation Board.
- Task 6:** www.wsib.on.ca
- Task 7:** The Learner should know the form must be completed every time they have an injury or strain in the workplace. It is the law. Workers gave up the right to sue employers for injury on the job when this Act came into being. If they do not complete the form, there is no other recourse available to them if they are injured on the job.



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| Performance Descriptors | | Needs Work | Completes task with support from practitioner | Completes task independently |
|-------------------------|--|------------|---|------------------------------|
| A1.1 | <ul style="list-style-type: none"> reads short texts to locate a single piece of information | | | |
| | <ul style="list-style-type: none"> follow simple, straightforward instructional texts | | | |
| A1.2 | <ul style="list-style-type: none"> scans text to locate information | | | |
| | <ul style="list-style-type: none"> makes low-level inferences | | | |
| A2.1 | <ul style="list-style-type: none"> scans to locate specific details | | | |
| | <ul style="list-style-type: none"> interprets brief text and common symbols | | | |
| A2.2 | <ul style="list-style-type: none"> performs limited searches using one or two search criteria | | | |
| | <ul style="list-style-type: none"> extracts information from tables and forms | | | |
| B2.1 | <ul style="list-style-type: none"> conveys simple ideas and factual information | | | |
| B2.2 | <ul style="list-style-type: none"> writes texts to explain and describe | | | |
| D.2 | <ul style="list-style-type: none"> selects and follows appropriate steps to complete tasks | | | |

This task: was successfully completed ___ needs to be tried again ___

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|-------------------------|
| Learner Comments |
| |

Instructor (print)

Learner Signature