

How to Appeal a WCB Decision

July 2023

The WCB Appeal Process

Decisions made by the Workers Compensation Board (WCB) are subject to appeal. Here you will find answers to some common questions about the appeal process.

What can I do if I disagree with a WCB decision?

If you do not understand or agree with a decision, the first step is to contact your case worker for an explanation. Most concerns can be resolved this way. The contact information is on your decision letter. If you feel you require further assistance, please contact us at 902-368-5680 or toll-free at 1-800-237-5049 in Atlantic Canada.

What if I have new evidence?

If you have new evidence that we did not consider as part of the decision, you can ask the WCB to review the decision. For more information about new evidence, please refer to the WCB policy, [Decision Making \(POL-160\)](#).

What if I still disagree with a decision?

If you still disagree with the decision after speaking with us, you can submit an appeal through the WCB's Internal Reconsideration Office.

How do I appeal a WCB decision?

Appealing a WCB decision must be done in writing, by filling out a [Request for Internal Reconsideration](#) form. Internal Reconsideration is the process where the WCB, at the request of a person with a direct interest, reviews its previous decision in a claim or assessment matter and confirms, varies, or reverses that decision. Make sure to include your contact information. You must also provide the date of the decision you are appealing and the reasons why you disagree with the decision.

Where can I get a Request for Internal Reconsideration form?

You can find this form on our website at wcb.pe.ca. It is also available at the WCB office, at the Office of the Worker Advisor, and at the Office of the Employer Advisor.

How much time do I have to appeal the WCB decision?

We must receive the request to appeal a decision within 90 days from the date of the original WCB decision.

After I file the form, can I submit more information?

No. Please submit all materials, arguments, or reasons for the appeal in writing with the Request for Internal Reconsideration form.

Can someone help me with the process?

A union representative, relative, friend, or lawyer can represent you during an appeal. The Office of the Worker Advisor or the Office of the Employer Advisor can provide assistance during the appeal process. These offices are independent from the WCB and under the responsibility of the Department of Workforce, Advanced Learning and Population.

You can reach the Worker Advisor at:

[Office of the Worker Advisor](#)

Phone: 902-368-6460 or toll-Free: 1-800-658-1806

Email: workeradvisor@gov.pe.ca

You can reach the Employer Advisor at:

[Office of the Employer Advisor](#)

Phone: 902-368-6132 or 902-620-3519

Email: employeradvisor@gov.pe.ca

If your representative signs the Request for Internal Reconsideration form, we will only contact your representative. All the appeal information will be sent to that person.

Can I appeal an Internal Reconsideration decision?

Internal Reconsideration is the first level of appealing a WCB decision. If you do not agree with the final decision from the Internal Reconsideration Officer, you can appeal to the [Workers Compensation Appeal Tribunal](#) (WCAT). Information about WCAT is enclosed with the Internal Reconsideration decision.

Can I receive a copy of a claim file?

As a worker, you can request a copy of your claim file by contacting the WCB. As an employer, you can request a copy of the relevant information in your worker's file. There must be an issue in dispute before requesting the copy of a claim file. Complete an [Employer's Request for Worker Claim File And Authorization](#) and send it to us. This form is available on our website wcb.pe.ca.

Can I receive a copy of my employer assessment file?

To receive a copy of your employer assessment or classification file, contact Employer Services at 902-368-5680. Complete a [Request for Release of Employer Assessment File – Form E](#) and send it to us. This form is available on our website at wcb.pe.ca.

Is there a charge for a copy of the file?

There is no charge for obtaining file copies.

Does the WCB cover costs associated with the appeal process?

There is no cost to file a Request for Internal Reconsideration or to participate in the process. Any additional expenses incurred will not be covered.

Where can I find a copy of the Workers Compensation Act and the policies?

You can find the [Workers Compensation Act](#) and the WCB policies on our website at wcb.pe.ca.

For more information

If you have questions that aren't covered here or you need more information, please speak with your case worker. You can reach us by phone at 902-368-5680 or toll-free in Atlantic Canada at 1-800-237-5049.

You can also reach us by email at appeals@wcb.pe.ca.

For more information about appealing a WCB decision, please see the WCB's Internal Reconsideration policy ([POL-48](#)). All policies are available on our website at wcb.pe.ca.