

## Workflow Diagram: New WSIAT Practice Direction: Right to Sue Applications

### Application Initiated

- The Applicant's Right to Sue Statement and Right to Sue Application Form are filed with the WSIAT and served on all Interested Parties

### Right to Sue Participation Form

- The WSIAT sends the Right to Sue Participation Form to all Interested Parties
- Interested Parties are required to file a completed Right to Sue Participation Form with the WSIAT within 3 weeks if they intend on participating in the application

### Confirmation Letter

- The WSIAT sends a Confirmation Letter and Addendum 1 to all Participating Parties
- Addendum 1 contains the WSIAT Status Memo about employer accounts, claim files, Workplace Safety and Insurance Board (WSIB) policy and a party list

### Co-Applicant, Interested Party and Respondent's Materials

- Co-Applicants, Interested Parties and Respondents file their materials with the WSIAT and serve all participating parties

### Vice-Chair or Panel is Assigned

- A WSIAT Vice-Chair or Panel is assigned and provides instructions on whether a decision will be rendered on the basis of the written record or whether the matter should proceed to a hearing, mediation or pre-hearing conference

### Decision, Hearing, Mediation, Pre-Hearing Conference