



Workers' Compensation Board

Alberta

9912 - 107 Street, Edmonton  
P. O. BOX 2415 T5J 2S5  
Toll-free fax: 1-800-661-1993  
(In Edmonton fax: 427-5863)  
Customer Contact Centre 1-866-922-9221

# REQUEST FOR REVIEW

**Claim Number** \_\_\_\_\_  
(for requests from workers or employers about a claim decision)

**Account Number** \_\_\_\_\_  
(for requests from employers about a WCB account decision)

Name _____		
Address _____		
City/Town _____	Postal Code _____	Telephone Number _____

**STEP ONE: Contact the person who made the decision** If you do not understand or agree with a decision ask for a full explanation. For **CLAIMS**: Contact your Adjudicator or Case Manager. For **ACCOUNTS**: Contact the Customer Contact Representative, Auditor, Underwriter, etc. You may be asked to provide them with additional information that may help to change the decision. **If you have new information that we may not be aware of, you would provide it in this step.** If you still disagree with the decision, please request to speak to the supervisor.

Have you completed Step one?  Yes  No If yes, you may proceed to Step two.

**STEP TWO: Request a review** ONLY If you have already completed step one, and you still have concerns, you may ask for a review of the decision. To start your request you must complete this form.

**I disagree with the decision of Customer Service concerning this claim/account and request the decision be reviewed.**

A. What is the decision you wish to have reviewed? (be as specific as possible) _____ _____
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B. What is the date of the letter sent to you that explains the decision? _____
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C. What are your reasons for requesting a review of this decision? (be as specific as possible) _____ _____ _____
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D. What results do you want from this review? (be as specific as possible) _____ _____ _____
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E. Do you have a representative to act on your behalf? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Representative name _____
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Signed _____ Date _____
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For more information on our collaborative review process, please visit our website at [www.wcb.ab.ca](http://www.wcb.ab.ca)