

How to complete the temporary work assignment form

Sections A, B and C are reserved for the employer.

Section A • Identification of the worker

Complete all the spaces in this section. If the worker already has a file open at the CNESST pertaining to the event, provide the benefits claim number.

Section B • Identification of the employer

Write down the corporate name of your establishment or organization and provide the address of the establishment where the assignment will take place. Write down also the name of a person from whom additional information can be obtained.

Section C • Nature of temporary assignment

The temporary assignment must be a productive activity that is a direct contribution for the purposes of the enterprise. It may be the same job with a less rigorous schedule, a reduced workload and intensity, a slower pace, or where certain tasks are eliminated. The work assigned may also consist of a set of tasks normally performed at different workstations and it may be done on a full-time or part-time basis.

Guide for describing assigned work

To provide the worker's physician with a precise and accurate description of the proposed work, the following should be specified:

1. Postures and movements

a) Cervical spine (neck)

Describe the positions and movements of the neck (bending, extension, rotation, etc.). Indicate frequency (number of times per hour) and specify movement extent (moderate or maximal bending).

b) Upper limbs (shoulder, arm, elbow, forearm, wrist, hand)

Indicate if one or both limbs are used, simultaneously or alternatively and, if needed, specify the position of the limb(s). Describe the movement and, if it is repetitive, indicate the frequency (percentage of a work period, or number of times per hour).

c) Lumbar spine (lower back)

Describe the positions and movements (sitting, standing, bending, extension, rotation, etc.) and indicate the frequency (percentage of a work period, or number of times per hour).

d) Lower limbs (hip, thigh, knee, leg, ankle, foot)

Describe the positions (standing, sitting, crouching), the movements (walking on rough surfaces, climbing stairs or ladders, etc.) and indicate their frequency (percentage of a work period, or number of times per hour).

IMPORTANT: In the case of injuries to the neck, we recommend describing movements of the upper limbs as well as those of the cervical spine. Similarly, for injuries to the lower back, the movements of the lower limbs and of the lumbar spine should be described.

2. Objects to be manipulated

Note the weight in kilograms (or pounds), describe the method of manipulation (lifting, pulling, pushing, etc.) and the posture required by the manipulation (bending, rotation, crouching, etc.). Indicate also the frequency of manipulations (percentage of a work period, or number of times per hour).

3. Surrounding conditions

Specify whether the following conditions are constantly, often, rarely or never present: noise (e.g., 85 dBa), humidity, cold (e.g., work near garage doors, open 6 hours per day), heat, vibration, or other conditions.

4. Work schedule

Indicate the schedule and the number of hours of work per week.

Examples:

1. A nurse who usually works full time (35 hrs/wk.) in an orthopedic-care unit has injured her back on the job. She is temporarily assigned to work in the medical-care unit where she will be responsible for self-sufficient patients hospitalized for testing. She will ensure follow-up of their files, and will give injections and prescribed medication. She will work 3 days per week, 5 hours per day.

2. An employee works on an envelope production and wrapping assembly line. He works in a standing position 40 hours per week. Among other duties, his work consists of placing packets of envelopes on a conveyor. He has injured his knee while working. He has been temporarily assigned to a machine that installs fasteners on the envelopes.

His work schedule will be 40 hours per week, 8 hours per day. The employee can work in a seated position and will be able to stretch out his injured leg. He will not be required to move heavy loads.

Section D is reserved for worker's attending physician.

To complete this section, refer to Section 179 of *An Act respecting industrial accidents and occupational diseases*.

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General information

Section 179 of *An Act respecting industrial accidents and occupational diseases*.

The employer of a worker who has suffered an employment injury may temporarily assign work to him until he is again able to carry out his employment or until he becomes able to carry out a suitable employment, event if his injury has not consolidated, if worker's attending physician believes that

1. the worker is reasonably fit to perform the work;
2. the work, despite the worker's injury, does not endanger his health, safety or physical well-being; and
3. the work is beneficial to the worker's rehabilitation.

If the worker disagrees with the physician, he may avail himself of the procedure provided in Sections 37 to 37.3 of the *Act respecting Occupational Health and Safety* (chapter S-2.1), and in that case is not bound to do the work assigned to him by his employer until the report of the physician has been confirmed by a final decision.

Section 180 of *An Act respecting industrial accidents and occupational diseases*.

The employer shall pay the worker who performs the work he temporarily assigns to him the salary or wages and benefits pertaining to the employment he held when his employment injury appeared and to which he would have been entitled if he had continued to carry on that employment.

Note: *The worker must receive the full salary and benefits of the job he held at time of his injury even if the temporarily assigned work is part-time.*