

Joining the **Health and Safety Excellence** program

A guide for smaller businesses with 1-99 full-time employees



Thinking about joining the WSIB's Health and Safety Excellence program?

This guide will provide tools and information to help you:

- Make the business case for investing in health and safety
 - Understand your rebate and recognition rewards
 - Enroll in the program
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What are the benefits of investing in health and safety through the Health and Safety Excellence program?

1 You will save money

- Reduce or eliminate costs associated with poor health and safety practices, such as fines for non-compliance with safety laws, business disruptions and lost productivity, employee turnover and accommodating people with workplace injuries or illnesses
- Lower your WSIB premium rates by reducing claims (learn more in your [online services account](#))

2 You can earn a return on investment

- Research shows for every dollar you invest in health and safety, you can earn a return of up to \$2.14¹
- Earn a minimum rebate of \$1,000 (or up to 100 per cent of your WSIB premiums from the previous year) for completing topics²
- Implement up to five topics per health and safety plan to improve your workplace
- Receive double rebates when you complete topics in your approved 2024 health and safety plan³
- We'll also give you \$1,000 towards your 2024 health and safety plan⁴— that's in addition to the rebates you'll get for completing topics

1 The Institute forWork and Health. (May 2022). ["Estimating the financial return on employers' investments in the prevention of work injuries in Ontario."](#)

2 Based on one topic, minimum of \$1,000 or up to 100 per cent of premiums.

3 Topics must be completed by December 31, 2025.

4 Health and safety plan must be approved and submitted to the WSIB by December 31, 2024.

Calculate your rebates

The amount you receive in rebates depends on:

- how many health and safety topics you complete
- the size of your business
- your WSIB premiums from the previous year
- your business’s predictability, which is a measure of how much we can rely on your past claims experience and insurable earnings to predict future outcomes

Low predictability (equal to or less than 20 per cent) is offered at a rate of 2 per cent and high predictability (more than 20 per cent) is offered at a rate of 1.4 per cent. Learn more about [predictability](#).

As a smaller business, you are likely in the low predictability class. This means you have less individual influence on changing your premium rate, which is why we have increased the rebate rate from 1.4 per cent to 2 per cent.

To calculate your estimated rebate, use our [rebate estimator](#). You can find your predictability rate and category, as well as your premium rate, in your [online services account](#).

Predictability	Predictability category	Premium	Rebate rate	Number of topics	Annual rebate ⁵
≤ 20%	Low	\$ Prior year total	x 2%	x 1 to 5	= Total dollar amount
> 20%	High	\$ Prior year total	x 1.4%	x 1 to 5	= Total dollar amount

Rebate calculation example

Predictability	Predictability category	Premium	Rebate rate	Number of topics	Annual rebate
10%	Low	\$7,000	x 2%	x 1	= \$1,000
10%	Low	\$7,000	x 2%	x 5	= \$5,000

5 Minimum of \$1,000 per topic or up to 100 per cent of premiums up to \$250,000 maximum.

Choosing the topics that support your business

You'll take a short health and safety assessment once you enroll in the program. The assessment will help you decide which of the 39 topics make sense to implement in your business. Your WSIB-approved program provider will also help you choose topics.

If you are a smaller business and new to health and safety, you will likely be starting at the foundation level. There are 13 topics to choose from at this level.

Foundation topics

Leadership and commitment

Establish health and safety responsibilities for senior management and implement a health and safety policy for your business.

Health and safety responsibilities

Define what role each employee plays in ensuring a healthy and safe workplace and set expectations for your people, starting with leadership.

Health and safety communication

Develop and implement a procedure for communicating occupational health and safety information.

Health and safety participation

Encourage and support participation in health and safety in your workplace.

Hazard identification

Establish procedures to identify hazards in your workplace.

Hazard reporting

Implement written procedures for reporting workplace hazards.

Workplace inspections

Develop and implement procedures for inspecting your workplace.

Risk assessment

Develop and implement a risk assessment process that determines the likelihood of harm and severity of the hazard and enables prioritization.

Control of hazards (basics)

Establish a foundational procedure to control hazards.

Control of hazards

Develop and implement control measures to eliminate or reduce hazards to acceptable levels.

Injury, illness and incident reporting

Implement a procedure for incident, injury and illness reporting to meet legislated requirements.

Incident investigation and analysis

Implement a procedure to investigate, analyze, document and maintain records for all incidents.

First aid

Implement a first aid program to meet legislated requirements.

How long does it take to implement each topic?

It takes approximately six months to one year to complete topics. You'll work with your program provider to select topics that are both a priority for your business and balance the amount of work required to implement each one. Some topics may take longer if they are highly customized to your particular needs or require new processes. Other topics like the "first aid" topic, which has regulated requirements, may take less time to plan.

3 You can improve your business reputation and relationships

- Attract customers, investors, job seekers and community partners that want to work with businesses that have a healthy and safe workplace
- Avoid negative publicity and media attention by preventing incidents
- Demonstrate that health and safety is a top priority for your business and promote your safety brand with digital member and level badges

You'll receive a digital member badge once your program provider approves your selected topics. You can earn digital level badges by completing the program levels (foundation, intermediate and advanced).

You can display your digital badges:

- On your business website
- In your email signatures
- On promotional materials
- Your badges will also be displayed on our website's [Safety Check](#) alongside your business's health and safety statistics



Member badge



Level badge
(e.g., foundation)

4 You can increase employee confidence in the safety of your workplace

- Instill confidence and increase productivity, quality and innovation with an effective health and safety system
- Promote well-being and positivity in the workplace and at home by preventing injuries and illnesses and increasing feelings of safety and security
- Evaluate your current health and safety culture by completing a short health and safety assessment that will help you:
 - measure change in your workplace culture over time
 - capture the voice of your employees on health and safety at work

- see the connection between strong workplace culture and lower lost time injury rates⁶

5 You can achieve your goals at your own pace

- Flexibility to choose topics that meet your business needs
- Progress from the foundation level all the way to excellence using topics based on industry best practices
- Connect with your program provider for guidance and helpful resources
- Access the program online, which makes it easy to participate anytime and anywhere
- Build towards the standards recognized by the Chief Prevention Officer through the Ministry of Labour, Immigration, Training and Skills Development's Supporting Ontario's Safe Employers (SOSE) accreditation program

Enroll in the program

You can start the enrolment process today by choosing a program provider that will help you develop your action plan to improve your workplace health and safety. Use our [provider finder](#) and we'll recommend the providers that best match your needs.

Visit our [website](#) to learn more about our program and providers.

Contact our program consultants at healthandsafetyexcellence@wsib.on.ca for additional support.

⁶ The Institute for Work and Health [Organizational Performance Metric](#) is an evidence-based questionnaire used to help organizations assess and improve their health and safety performance.

Ce document est disponible en français sous le titre : *Inscription au programme Excellence en santé et sécurité – Guide pour les entreprises plus petites de 1 à 99 membres du personnel à temps plein* (Mars 2024)