

## **Workplace Safety and Insurance Appeals Tribunal (WSIAT)**

# **Finding WSIAT Decisions on CanLII**

<u>CanLII</u> contains decisions from courts and tribunals across Canada. You can search the full text of over 84,000 WSIAT decisions available on CanLII as set out below. New WSIAT decisions are added to CanLII on an ongoing basis.

- To find WSIAT decisions on the CanLII homepage, select "Ontario" under "Primary law".
- Then scroll down the list of Boards and Tribunals until you see "Ontario Workplace Safety and Insurance Appeals Tribunal" near the bottom of the list.

You can also click on this link to go to WSIAT decisions directly.

#### **Searching Decisions**

#### Searching by Topic or Issue

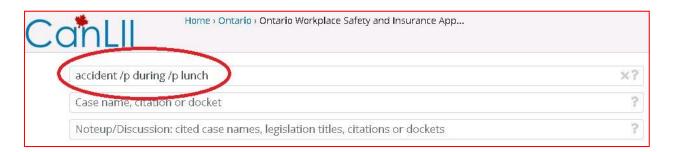
There are several ways you can search for decisions that deal with a particular topic or issue. The most common approaches are listed below.

# Option 1 – Search by Words or Phrases

You can do a full text search for the words that describe the topic you are looking for. One way to narrow your search and get good results is to search for specific phrases or words in the same paragraph using CanLII's search operators (a full list of CanLII search operators is below).

Example: If you want to find decisions about accidents that took place during lunch, you can search for: **accident /p during /p lunch.** 

This will bring you to decisions where these words all appeared in the same paragraph.



**TIPS**: Use **/s** to search for terms in the same sentence.

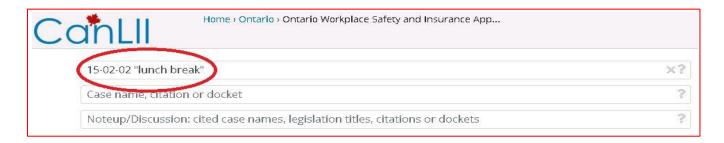
Use quotation marks to include an exact phrase like **lunch /p** "**initial entitlement**".

## Option 2 – Search by WSIB Policy

If you know the WSIB policy document that deals with the topic you are looking for, it is easy to enter that policy number into the document text field. WSIB decisions will usually state which policy is being applied to your case. If you are appealing a WSIB decision, check it for the policy number.

In this example of an injury that happened during a lunch break, you may want to search for Operational Policy Manual Document No. 15-02-02 which deals with whether accidents happened during the course of employment.

In this example, you can search for: 15-02-02 "lunch break".



## Option 3 – Search by Section of the Act

If you are looking for decisions that deal with a particular section of the *Workplace Safety and Insurance Act*, you can narrow your results to find those decisions only.

- In the bottom search field that says "Noteup/Discussion", start typing the name of the Act. A list will appear as you type.
- Click on Workplace Safety and Insurance Act, 1997, SO 1997, c16, Sch A when it appears.
- A new field will appear to the right of the Act. Enter the section of the Act in that field.

In this example, you are searching for decisions that deal with Section 31 of the Act.



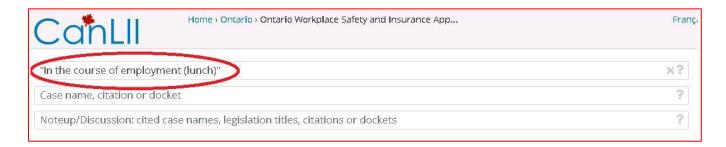
 You can combine this with a search for a relevant term. Enter lunch in the document text field and you will find decisions that deal with both Section 31 of the Act and lunch.

#### Option 4 - Search by Keyword

Most WSIAT decisions have keywords assigned to them by Tribunal lawyers that identify the main topics of the decision. You can use keywords to find decisions on that same topic. To receive a full list of the keywords you can contact the Ontario Workplace Tribunals Library (OWTL) at <a href="mailto:owtl@wst.gov.on.ca">owtl@wst.gov.on.ca</a>. You can also go to the <a href="mailto:WSIAT Decision page">WSIAT Decision page</a> and click on **Find Keywords**. You may also find keywords at the top of a decision.

In CanLII you can type the keyword in quotation marks to search for it as an exact phrase.

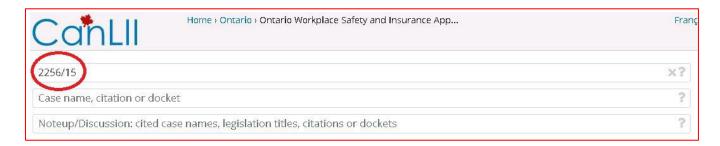
In this example you can search for: "In the course of employment (lunch)".



**TIP:** Make sure you use quotation marks to search the keyword as a complete phrase.

## **Option 5 – Search Decisions Cited**

If you found a decision and want to find other decisions that have talked about it, you can use the full text search field for the most accurate results. In this example you can search in the document text field for: 2256/15.



# **Searching by Decision Number or Case Name**

If you know the Decision Number or the name of the decision you want to find, you can type the name into the field that says "case name, citation or docket".



## Searching by a Person's Name

Most WSIAT decisions are anonymized to protect the privacy of the parties who have cases before the Tribunal. You can search decisions for the names of representatives, Vice-Chairs/Panel Members, doctors and others.

Enter the name into the Document Text field. You will be searching the full text of the decisions. Use quotation marks around the name to make sure it is searched as a phrase and not as two separate words. The example below is for "Joe Smith".

**TIP**: You may want to try variations of the name such as "J Smith" or "Dr Smith" depending on how the person may have been referred to in the decision.



# **Finding Noteworthy Decisions**

There is currently no way to search for Noteworthy decisions in CanLII. To do this kind of search you should go to the <u>WSIAT Decisions</u> page.

Since 2010, the WSIAT has published select decisions it considers noteworthy on the Tribunal's website. You can go to the <u>Noteworthy Decisions</u> page of the WSIAT website to see recent highlights of noteworthy decisions.

# **CanLII Operators**

CanLII provides a chart of all of its operators. You can use these tools alone or combine them to use multiple operators at once.

Find	Operator (case sensitive)	Example
This exact <b>phrase</b>	""	"R. v. Douglas"
All these words	AND, and, no operator	permit hunting
Any of these words	OR, or	city <b>or</b> municipality
None of these unwanted words	NOT	custody NOT child
Words within the same paragraph	/p	levy /p probate
Words within the same <b>sentence</b>	Is	tax /s income
Words within <b>n</b> words	/n	letter /5 credit
Exclude <b>plurals</b> and <b>derivatives</b>	EXACT(), exact()	exact(translator)

#### Other Resources:

More information about how to search using CanLII can be found on CanLII's website: <a href="https://www.canlii.org/en/info/search.html">https://www.canlii.org/en/info/search.html</a>.

In addition, the National Self-Represented Litigants Project has a resource entitled "The CanLII Primer: Legal Research Principles and CanLII Navigation for Self-Represented Litigants, which can be found <a href="https://example.com/here">here</a>.

You can also contact the OWTL at <a href="mailto:owtl@wst.gov.on.ca">owtl@wst.gov.on.ca</a> for research assistance.