

Checklist: Referring Cases to the PSC

Prior to referring a case to the Provincial Steering Committee (PSC) all efforts to resolve the dispute at the Working Group (WG) should have been exhausted. To refer a case to the PSC you are required to do the following:

- Complete the Dispute Resolution Template with the required information
- Direct the referral to the PSC dispute referral contact (designated by HEABC)
- Include all of the documents considered at the WG
- *Include a copy of the recommendation made by the WG
- *Include a statement by the party who has not accepted or implemented a recommendation
- Be prepared to attend a special meeting to provide further information about the Case Management Plan

*If the referral is a result of a recommendation not being implemented or accepted