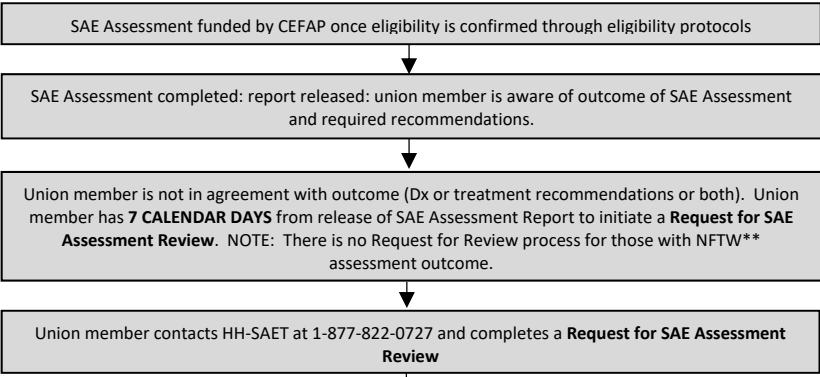


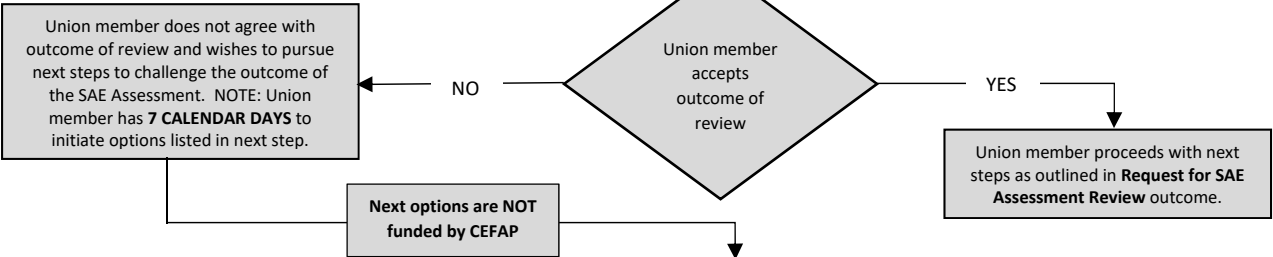
# APPENDIX 7 - REQUEST FOR SAE ASSESSMENT REVIEW

**Legend:**  
 SAE = Substance Abuse Expert  
 HH TCPA = Homewood Health Third Party Case Administrator  
 HH SAET = Homewood Health Substance Abuse Expert Team  
 RPsych = Registered Psychologist  
 NFTW = Not Fit to Work  
 Dx = Diagnosis

**\*\*NFTW = Persons classified as No Diagnosis – Not Fit to Work** are individuals who were not cooperative with the assessment process. This lack of cooperation renders the assessment process unable to rule out a substance problem (most often) or unable to give a definitive diagnosis. It may also be given when the assessment process has identified either medical or mental health problems that seem serious enough to require further assessment and may interfere with the individual's ability to safely operate in a safety sensitive position.

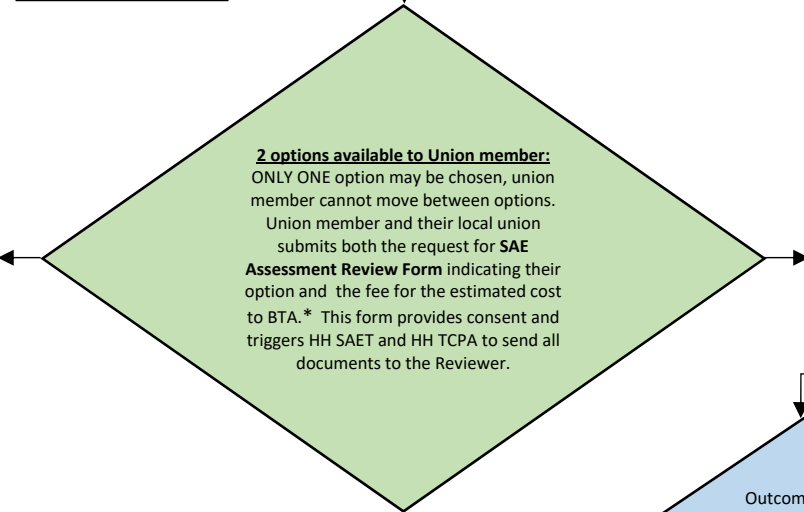


HH Clinical Manager (RPsych) conducts **Request for SAE Assessment Review**. This may take up to 14 business days to complete depending on the complexity of the review. NOTE: Clinical Manager conducting the review was not involved in the initial Quality Assurance review of SAE Assessment. It is the 2<sup>nd</sup> independent person to review the work of the Assessor and the initial Reviewer.



**Independent Review by Addiction Physician approved by BTA, CLR and HH:**

- Paper Review
- No face-to-face meeting
- Quicker turnaround and less costly than 2<sup>nd</sup> Assessment
- Addiction Physician issues report for review by HH SAET

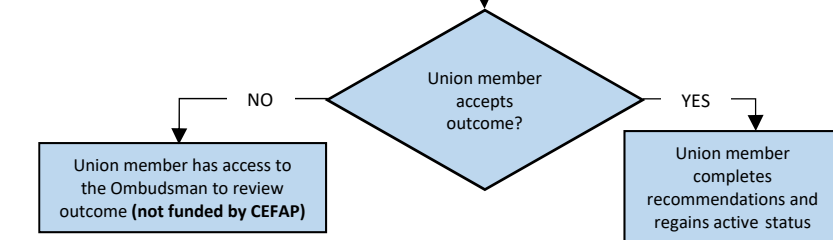
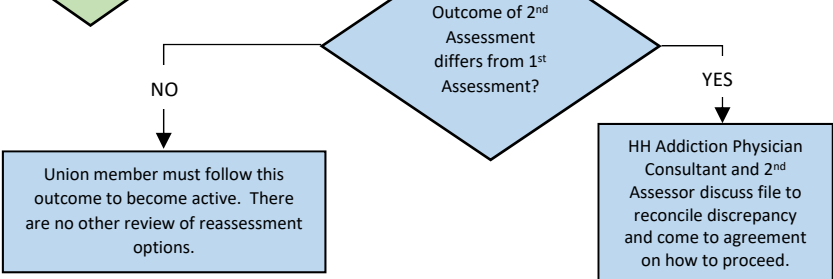


**2<sup>nd</sup> Assessment by Addiction Physician approved by BTA, CLR and HH:**

- Face-to-face meeting (will take longer to set up appt.)
- Edmonton based
- Longer turnaround and costlier than Independent Review
- Addiction Physician issues report to HH SAET

HH SAET reviews outcome and informs HH TCPA to proceed with implementation of recommendations as outlined by the independent reviewer.

Union member must follow this outcome to become active. There are no other review of reassessment options.



\* The SAE Assessment Review Form and the Fee Guide for these options are available from the BTA.