



## How to Find Out if Your Support Workers Are Employees or Contractors

There is a legal difference between being an employee/worker and a contractor. Canada Revenue Agency (CRA), BC Employment Standards Branch, and WorkSafeBC each have specific definitions that they use to determine whether someone is an employee/worker or a contractor. These definitions are not all the same, so it's important that you work with each of these agencies to get their advice and assistance for your specific situation.

Here's a brief overview of each agency's role, responsibilities, and contact information:

### **BC Employment Standards Branch:**

The Employment Standards Branch sets provincial minimum standards for employer/employee expectations and regulations. They also have a set of expectations that determine if a person is hired as an employee or contractor.

**Contact information:** 1-833-236-3700 or [Employment standards - Province of British Columbia](#)

### **WorkSafe British Columbia:**

WorkSafeBC ensures that the employer has coverage in case of employee injury while on the job. They provide income and, if needed, rehabilitation if an employee is injured at work. WorkSafeBC also sets expectations for safety standards in the workplace. They have a unique set of criteria to determine if a person is an employee/worker or contractor.

**Contact information:** Employer's Advisory Office: Toll free within Canada: 1-800-925-2233; Lower Mainland: 604-713-0303, Email: [eao@eao-bc.org](mailto:eao@eao-bc.org) or [Employers' Advisory Office](#)

### **Canada Revenue Agency:**

CRA is the division of the federal government that collects income tax. They also collect employees' and employers' portion of Employment Insurance and Canada Pension Plan contributions. In addition, CRA has detailed criteria related to determining if a person is an employee or contractor.

**Contact information:** 1-800-959-5525 or [Canada Revenue Agency – Payroll](#)

### **Vela Microboard Association – Providing Support to Agents:**

Vela Microboard Association is available to provide information and support for families interested in Individualized Funding. Vela can provide information about employer responsibilities and help you know who to call and what questions to ask.

**Contact Information:** 604-539-2488, Email: [info@velacanada.org](mailto:info@velacanada.org) or [Microboard and Individualized Funding supports for people with disabilities](#)