

INFORMATION BULLETIN 02/2007

SUBJECT	: PROCEDURES FOR CONVENING AEROMEDICAL BOARD
ORIGINATOR	: LICENSING AND AEROMEDICAL SECTION
STATUS	: MANDATORY
ADDRESSED TO	: ALL OPERATORS/AEROMEDICAL EXAMINERS
DATE	: SUNDAY, 28th JANUARY 2007

1. AeroMedical Evaluation boards are conducted in various situations where the applicant's ability to meet the medical standards as prescribed in CAR Part II ,has not been clearly demonstrated(complicated cases) , or where there has been a change to the existing physical condition of the candidate.
2. The request for conducting a medical board is made usually by the concerned doctor, but some cases the GCAA will conduct the board based on the medical condition of the applicant.
3. In the Medical Board request to the GCAA, the treating AME should summarise the clinical situation including why the case is judged to be complicated and the doctors involved in case of patient.
4. The GCAA will notify the applicant of its intent to convene a medical evaluation board and will appoint the board President and members (may be more than one) based on the information on the Board request. The AME who have been dealing with the case and most involved will usually be member of the board. The GCAA may authorize the president to consult with

other experts in the medical community to conduct a proper evaluation of the applicant's medical qualification.

5. The board members should meet and discuss the details of the case and the findings of the literature review with the objective of reaching an agreement on the conclusion and recommendations. It is the responsibility of the treating AME to present all the clinical details and relevant investigations to the board members.

6. The pilot involved should attend the Board if deemed relevant. For example, a diabetic pilot may be asked to attend the board to assess his/her commitment to lifestyle changes required.

7. The President of the board should compile a final report to the GCAA that:

- Presents the details of the clinical problem and the board recommendations.
- Outlines any investigations done.
- Includes all reports from external specialists.
- Concludes if the members of the board were in agreement with regards to recommendations regarding further investigations, treatment, continued licensing, restrictions in licensing and follow up by the supervising AME. If not in agreements the differences in opinion should be presented in the letter of recommendation.
- Should be signed by the president of the board.
- Copy of the president recommendation letter should be forwarded to the member of the board.

8. The GCAA will usually make conclusions based on the Medical Board recommendation report received from the president.

9. In case where there is a disagreement between the board members, the GCAA will hold the final decision.

10. Once the GCAA reaches the final decision, a notification letter will be send to the candidate, and conclusion report will be sent to the President of the Board and a copy to the member of the board.

All concerned are requested to make note of the above, in order for the GCAA to conclude the Aeromedical Board formalities, which is accepted by all the parties concerned.

Best regards,



WALID GHANIM
CHIEF OF LICENSING & AEROMEDICAL