 <p>ÚDARÁS EITLIÓCHTA NA HéIREANN IRISH AVIATION AUTHORITY</p>	<p>Reference No.: 01/10 Page: 1 of 5 Issue Date: 30/12/2009 Issue: 1 Focal: MED</p>	<p>SAFETY REGULATION DIVISION</p> <p>PERSONNEL LICENSING ADVISORY MEMORANDUM</p>
<p>Title: Civil Aviation Medical Review Arrangements</p>		

1. INTRODUCTION

The purpose of this PLAM is to establish a procedure for primary and secondary reviews of medical decisions comprising independent medical physicians experienced in the practice of aviation medicine to consider and advise on an applicant's fitness for medical certification.

2. REFERENCES


S.I. No. 333 of 2000 IAA (Personnel Licensing) Order 2000 (as amended)
S.I. No. 305 of 2008 EC (Air Traffic Controller Licence) Regulations 2008
IAA Current Fees Order
JAR-FCL 3 – Flight Crew Licensing (Medical)
Requirements for European Class 3 Medical Certification of Air Traffic Controllers

3. DETAIL

3.1 Terms of Reference

Where an applicant for Class 1; Class 2 and/or Class 3 medical certificate is denied a medical certificate or a limitation(s) is placed on a medical certificate, the applicant or licence holder, as the case may be, may apply for a review of the decision to deny the issue of the medical certificate or to vary, suspend or revoke the medical certificate as the case may be and may invoke:

- A Primary Review which shall be conducted by the Chief Medical Officer (CMO) of the Aeromedical Section (AMS) of the Irish Aviation Authority (IAA); and/or
- A Secondary Review which shall be conducted by the Civil Aviation Medical Review Board (CAMRB) comprising independent medical physicians experienced in the practice of aviation medicine to consider and advise on an applicant's fitness for medical certification.

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3.2 Review Policy

3.2.1 Primary Review conducted by the AMS

Where the medical requirements prescribed for the issue of a Class; 1 Class 2 and /or Class 3 medical certificate are not fully met by an applicant the medical certificate shall not be issued, revalidated or renewed by the Aeromedical Examiner (AME). The decision shall be referred to the AMS for review. Following the review the AMS may issue, revalidate or renew a medical certificate after due consideration has been given to the requirements, acceptable means of compliance and guidance material, expert aeromedical opinion and, if appropriate, the opinion of other relevant experts familiar with the operational environment and to:


- a) the medical deficiency in relation to the operating environment;
- b) the ability, skill and experience of the applicant in the relevant operating environment;
- c) a medical flight test or test in the operating environment, if appropriate; and
- d) the requirement for application of any limitations to the medical certificate.

If more than one limitation is imposed on a medical certificate, the AMS shall ensure that the additive and interactive effects on flight safety are considered prior to certificate issue.

Where an applicant is granted a medical certificate following an AMS review any limitation that may be required shall be stated on the medical certificate. This annotation allows any AME to be aware of the previous AMS review if limitations or special instructions apply and to contact the AMS for more information if deemed necessary.


3.2.2 Secondary Review conducted by the CAMRB

Where, after the AMS review of a case, the decision remains unchanged, or has not been resolved to the satisfaction of the applicant, the applicant may invoke a Secondary Review of his/her case by the CAMRB.

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3.2.2.1 Rules of Procedure

- a) The applicant must apply in writing;
- b) The application must be accompanied by the appropriate fee as prescribed in the current IAA Fees Order;
- c) The application should be made within 45 days of the decision by the AMS and may be accompanied by any additional information the applicant wishes to submit;
- d) The applicant, or a representative of the applicant, may also make an oral and/or written medical submission(s) to the CAMRB;
- e) The completed application must be submitted to the Manager Personnel Licensing who will appoint a Chairperson to the CAMRB within 10 working days of receipt of the complete application and arrange for its immediate transmission to the CAMRB;
- f) The Chairperson of the CAMRB will:
 - 1) notify the applicant of the time, date and place of the Secondary Review;
 - 2) notify the applicant of the right to make an oral and/or written medical submission in accordance with 3.2.2.1(d) above and of the arrangements for same; and
 - 3) indicate the additional information, if any, required in relation to the case; and
- g) The CAMRB will convene as soon as practicable but within 45 days of the Chairperson being appointed by the Manager Personnel Licensing to consider all relevant documentation submitted by the AMS including the applicant's:
 - 1) AMC/AME Reports; and


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2) AMS Review Report; and

- h) The CAMRB will set its own procedures to arrive at its decision;
- i) The CAMRB will convene as often as necessary to arrive at its decision;
- j) The applicant must provide any information required by the CAMRB and submit themselves to such examination as the CAMRB might consider necessary;
- k) The CAMRB will form a medical assessment of the case having completed their consideration of the medical evidence;
- l) The Chairperson will arrange to make the decision of the CAMRB available simultaneously, in writing and in confidence to:
 - 1) the applicant;
 - 2) the AMS; and
 - 3) the Manager Personnel Licensing; and
- m) The AMS will take full account of any decision made by the CAMRB.

3.3. Membership of the CAMRB

- a) The Manager Personnel Licensing shall establish a Board comprising at least three but not more than five independent medical physicians experienced in the practice of aviation medicine in the State one of whom shall be designated by the Manager Personnel Licensing to be Chairperson of the Board;
- b) the Manager Personnel Licensing may appoint a Secretary to the board who is not a medical expert;

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- c) the Board may invite medical consultants in a particular medical specialty to attend where it is felt that their additional expertise would be helpful to both the Board and the applicant and relevant to the case under review;
- d) the Manager Personnel Licensing shall nominate two operational experts familiar with the operational environment to be made available to the Board where it is felt that their technical and operational expertise would be helpful to both the Board and the applicant and relevant to the case under review. One nominee shall come from the IAA and the other from the aviation industry following consultation between the Manager Personnel Licensing and industry: and
- e) the Board shall not consist of any person who decided or was involved in the decision to suspend, revoke or withdraw or deny the medical certificate being the subject of the review in question.

3.4. Medical Requirements

The medical requirements to be applied in primary and secondary reviews will be those of the International Civil Aviation Organisation; the Joint Aviation Authorities and/or the Requirements for European Class 3 Medical Certification of Air Traffic Controllers, as applicable, in accordance with EU and Irish legislation.

3.5. Confidentiality

All personnel involved in Primary and Secondary Reviews are required to respect the principal of medical confidentiality.