

AMEDD Guide Cover Sheet
Version 09
Effective 01 October 2004

Unit/Date _____

Location _____

POC in Unit _____

Phone Number for Unit POC _____

Worksheet

	Total	Applicable	#Sat	#Unsat	%
A-Command Factors	27	_____	_____	_____	_____
B-Clinical Duties	21	_____	_____	_____	_____
C-Aeromedical Evac Units	14	_____	_____	_____	_____
Total	62	_____	_____	_____	_____

Evaluator's Name, Rank, Phone Number _____

Evaluator's Address _____

COMMANDER'S GUIDE TO AVIATION RESOURCE MANAGEMENT

VERSION 9, EFFECTIVE 1 OCTOBER 2004

J-AVIATION MEDICINE

A-COMMAND FACTORS

- * 1.00 Are corrective actions taken on deficiencies noted on previous evaluations of the aviation medicine program? (AR 1-201, para 2-2e) (AU)

- 2.00 Does the flight surgeon conduct aviation accident prevention surveys (AAPS) in the area of aviation medicine and kept them on file? (AR 40-3 Para. 3-6a (6)), AR 385-95 Para. 3-2(AU)

- * 3.00 Are hazards found during the AAPS, in the area of aviation medicine, listed on the unit's hazard-tracking system? (AR 385-95, Para. 3-2c) (AU)

- * 4.00 Are the authorized number of flight surgeons assigned (authorized and required) IAW AR 616-110, para 11, a, b. If not, is the shortage listed on the USR? (AR 220-1) (AU)

- 5.00 In units without an authorized or assigned flight surgeon, do the local medical treatment facility (MTF) Commander, and the Command Surgeon (MACOM, USARC or State Surgeon) provide personnel and equipment for the Army Aviation Medicine Program at the local level? (AR 385-95, Para. 1-6g, AR 616-110, Para. 12b) (AU)

- 6.00 Does the commander suspend pay for non-rated crewmembers with overdue flight physicals (Flying Duty Medical Examinations (FDME's)) and administratively suspend these crewmembers from flying duty? (AR 600-106, Para. 2-7(2)) (AU)

- 7.00 Does the Flight Surgeon or unit track FDMEs from initiation until posted in the Health Record with a final disposition from USAAMA? (AR 40-501, para 6-10f) (AU)

J-AVIATION MEDICINE

- 8.00 Are written procedures in place whereby air crewmembers are automatically grounded when treated in an emergency center or specialty clinic? (AR 40-3, para 3-5d (3)) (AU)
- 9.00 Are rated crewmembers administratively restricted (grounded) from flying duties and considered for a non medical disqualification (DQ) and Flight Evaluation Board when the flight physical Flying Duty Medical Examination (FDME) expires? (AR 600-105, Para. 6-1(2)) (AU)
- 10.00 Are Department of the Army Civilian (DAC) pilots, contract pilots, civilian Air Traffic Control (ATC) personnel, and Wage Grade 11 (WG-11) personnel maintaining valid Army Flying Duty Medical Examinations (FMDEs)? (AR 40-501, Para. 4-2) (AU)
- 11.00 Are non-operational aviators completing annual flight physicals? (AR 600-105, Para. 3-1, c) (AU)
- * 12.00 Do individual Flight Records contain a properly completed DA Form 4186 (medical clearance for flying or medical restriction from flying)? (AR 40-501, Para. 6-11,d) (AU)
- 13.00 Do individual Flight Records contain applicable medical waiver recommendations and approval letters? (AR 40-501, para 6-10g) (AU)
- 14.00 Are extensions granted for flight physicals prior to the expiration date of the current physical (One time 30 day is the maximum)? (AR 40-501, Para. 6-11, i) (AU)
- 15.00 Are crewmembers performing aviation duties with expired physicals or extensions? (AR 95-1, Para. 2-1b; AR 40-501 Para. 6-11i)
- 16.00 Does the unit's aero medical training program comply with the following references? (AR 95-1 Para. 4-14, 8-1g, AR 385-95, Para. 1-6g(11), FM 3-04.301, Para. 1-9,1-10, 1-11) (AU)
- 17.00 Has a mission analysis been conducted to determine special aero medical training requirements? (FM 3-04.301, Para. 1-10) (AU)

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- 18.00 Do aircrew members and DOD civilians who fly in pressurized aircraft or in aircraft that routinely exceed 10,000 ft MSL receive hypobaric training? (FM 3-04.301, para 1-3) (AU)
- 19.00 Does the Flight Surgeon assist the unit Aircrew Life Support Equipment shop with Class VIII support and survival education? (AR 40-3, para 3-5b (3)) (AU)
- 20.00 Is the supporting flight surgeon a member of the Safety Council? (AR 385-95 Para. 3-4b) (AU)
- 21.00 Does the flight surgeon take part in safety meetings and training? (AR 385-95, Para. 1-6g (11), AR 40-3, Para. 3-6 (2) (3) (5))
- 22.00 Are the flight surgeon and or aviation physician's assistant incorporated into the unit Reading File? (AR 95-1, Para. 4-4)
- 23.00 Are the supporting flight surgeon and or aviation physician's assistant on flight status with valid orders issued by the appropriate agency? (AR 600-105, Para. 3-9 and AR 600-106, Para. 2-2a (1)(3)) (AU)
- 24.00 Does the flight surgeon and / or aviation physician's assistant meet the minimum flying hour requirements? (AR 600-105, Para. 3-10) (AU)
- 25.00 Does the Flight Surgeon participate as an air crewmember in each type of aircraft assigned to supported units? (AR 40-3, para 3-6f (6), AR 600-105, para 3-10d) (AU)
- 26.00 Does the Pre-accident plan address the duties and responsibilities of the flight surgeon? (AR 385-95, Para. 1-6g (5), AR 40-3 Para 3-6.f(3)) (AU)
- 27.00 Does the Flight Surgeon develop and periodically review the medical portion of the unit's Pre-accident plan as described in AR 385-95 and AR 40-21? (AR 40-3, 3-6f(3)) (AU)

B-CLINICAL DUTIES

- 1.00 Are individual Health Records in the custody of a medical treatment facility or maintained by an appointed Health Record Custodian? (AR 40-66, para 1-5b, para 5-3) (AU)

J-AVIATION MEDICINE

- 2.00 Are individual Health Records physically stored to ensure security and confidentiality of the records? (AR 340-21, para 4-4) (AU)
- * 3.00 Is access to individual Health Records restricted to authorized personnel only? (AR 40-66, para 5-23) (AU)
- 4.00 Does the unit commander ensure confidentiality of individual Health Records and patient medical information? (AR 40-66, para 2-2) (AU)
- * 5.00 For Active Duty units, are Health Record files screened semi-annually against current personnel rosters? (AR 40-66, para 5-28b (3)) (AU)
- 6.00 Does the flight surgeon ensure health records of aviation personnel are maintained appropriately? (AR 40-3, Para. 3-5a(2))
- * 7.00 Do individual Health Records contain a properly completed DA Form 4186? (AR 40-66, Para. 5-21b(6)) (AU)
- 8.00 Does an aviation physician's assistant or non-flight surgeon, issue a DA Form 4186 to return a crewmember to flying duty only when a flight surgeon is not readily available, and is the DA Form 4186 properly annotated to confirm the flight surgeon giving the verbal or telephonic approval? (AR 40-501, Para. 6-11 j, k) (AU)
- 9.00 Does the Flight Surgeon interview newly assigned aviation personnel and review their medical records before granting a medical clearance to fly? (AR 40-3, para 3-5d(2)) (AU)
- 10.00 Are Aircrew members informing the Flight Surgeon when they have participated in activities or have received treatment following which there may be flying restrictions, and are these events documented on a DA Form 4186? (AR 40-8, para 3b, AR 40-501, para 6-11b) (AU)
- 11.00 Does the Flight Surgeon medically clear air crewmembers for further flight duty following temporary medical disqualification or after an aircraft mishap? (AR 40-3, 3-5d

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- 12.00 Are current extensions for flight physicals (FDME) filed in individual health records IAW AR 40-501, para. 6-11i? (AU)
- 13.00 Do individual Flight Records contain medical waivers and suspension recommendations and approval letters as applicable? (AR 40-501, para 6-10g)(AU)
- 14.00 Are Health Records filed alphabetically or in terminal digit order? (AR 40-66, para 5-28a) (AU)
- 15.00 Are sign-out procedures established to maintain accountability of health records? (AR 40-66 Para. 4-6) (AU)
- 16.00 Is a charge out folder put in the file when a Health Record is removed for use? (AR 40-66, 4-6a) (AU)
- 17.00 Are procedures established for disposition of health records of personnel no longer assigned? (AR 40-66 Para. 5-28d (3)) (AU)
- 18.00 Does the flight surgeon's office retain a copy of the FDME and all enclosures for a minimum of two years? (AR 40-501, Para. 6-10 c, d) (AU)
- 19.00 Do non-operational aviators' health records contain a current flight physical? (AR 95-1, Para. 2-1b, AR 600-105 Para. 3-1c) (AU)
- 20.00 Does the Flight Surgeon recommend medical termination from aviation service (permanent medical suspension) if the term of temporary medical suspension has or is expected to exceed 365 days? (AR 40-501, para 6-17h) (AU)
- 21.00 Does the Flight Surgeon or unit track FDMEs from initiation until posted in the Health Record with a final disposition from USAAMA? (AR 40-501, para 6-10f) (AU)

C- AEROMEDICAL EVACUATION UNITS

- 1.00 Does a flight surgeon participate in the training air ambulance personnel? (AR 40-3, Para. 3-6d and Para. 3-6f (3), 13-3c(4))
- 2.00 Does the Flight Surgeon review reports of medical evacuations (run sheets) for appropriateness of the mission and care given? (AR 40-3, para 3-6d)

J-AVIATION MEDICINE

- 3.00 Does the flight surgeon function as the medical technical advisor to the local air ambulance unit commander? (AR 40-3, para 3-6 (d))(AU)
- 4.00 Does the Flight Surgeon evaluate equipment taken aboard medical evacuation aircraft? (AR 40-3, para 3-6d)
- 5.00 Have the Medical Service Corps aviators (67J) successfully completed the Medical Evaluation Doctrine Course (2C-F7)? (DA Pam 611-21, para 3-21j (2)) (AU)
- 6.00 Have commissioned officers in the rank of 1LT or above who are transferring to Medical Service Corps billets (67J) completed the AMEDD Officers Branch Qualification Course (advanced) 081-22MS? (DA Pam 350-59, para 4-15) (AU)
- 7.00 Is SACMS-VT (Semi-annual Combat Medical Skills Validation Test) administered at least twice a year with a minimum of four months between record events? (TC 8-800, preface) (AU)
- 8.00 Are all 91W military occupational specialty (MOS) recertifying in accordance with National Registry of Emergency Medical Technicians guidance? (AR 40-68, para 4-3a (2))
- 9.00 Does the commander ensure accountability, control, safeguard, and maintenance of medical materiel? (AR 40-61, para 1-5)
- 10.00 Are medical equipment sets, kits, outfits, and tools (SKOT) for air ambulance operations accurately reported on the Unit Status Report? (AR 220-1, para 5-5)
- 11.00 Are medical equipment sets, kits, outfits, and tools (SKOT) shortages identified and on a valid requisition? (AR 710-2, para 2-6)
- 12.00 Does the unit have a hoist maintenance SOP? (AR 750-1, para 3-6b)
- 13.00 Does the unit conduct required scheduled hoist maintenance per TM 55-1680-320-23 and P? (AR 750-1, para 3-2)
- 14.00 Are log books properly maintained for each hoist? (DA Pam 738-750, para 5-10)

* Critical Item

GENERAL