

Dear Colleagues, welcome to this newsletter which aims to provide updates, reminders, and some general regulatory and clinical aviation medicine education.

Lifting Suspensions

When issuing suspension notices, the Director must also, if practicable, notify any aviation document holder affected by the notice, other than the licence holder, i.e. the operator they work for, or flight school. If you have notified an aviation document holder of a suspension, please ensure you notify the operator when you lift the suspension.

Templates for issuing and declining certificates

Attached in this newsletter you will find some templates to assist you when declining a medical certificate and issuing a medical certificate. We hope these provide some assistance.

Consent to provide previous medical assessments.

We have reviewed our practice when providing a participant's previous medical assessments to MEs. An ME may request CAA to provide medical information to assess the applicant, such as a previous assessment. This cannot occur without the medical examiner seeking permission from the applicant to access their medical information held by the CAA.

Because of our statutory obligation of confidentiality, we ask that you confirm you have obtained the applicant's permission to seek the information when requesting previous medical assessments. For example: "I confirm that I have the applicant's permission for the CAA to disclose this information".

EMPIC update

One of CAA's focuses as a modern regulator is to improve regulatory delivery, ensuring we have a safe and secure aviation system, and people are safe and feel safe.

The Authority has invested in EMPIC to replace its existing Aviation Safety Management System. EMPIC has been designed specifically for regulatory practices, it is modular based and provides a system for all regulatory functions.

At the start of October, the programme successfully went live with the first licensing modules for pilots

and maintenance engineers. EMPIC comprises of an internal system for CAA, known as Kapua, and "My Aviation" where participants can apply and manage their licenses online. Air traffic controllers will be able to apply for licenses in early 2024. The project team have started work with the vendor EMPIC to develop enhancements to the medical module to meet NZ requirements. Before this work progresses much further, input from AMSNZ and medical examiners will be sought by CAA.

ME Education

We will advise you soon of the next date and time for our on-line education session.

Rate of certificates declined.

Our current rate of medical applications that are declined is 5 per 1000 total applications. This falls between CASA's and FAA's rates of 3 per 1000 and 7 per 1000 respectively.

Isotretinoin

We have received a number of inquiries regarding the use of Isotretinoin by participants. In order to provide more consistent advice, we wish to clarify as follows:

- *A standdown period of minimum 2 weeks at the commencement of Isotretinoin therapy to exclude side effects of aeromedical significance:*

- *Psychiatric issues (behavioural/mood/depression)*

- *Eye problems e.g., dry eyes, conjunctivitis, photophobia, contact lens intolerance.*

- *Any other side – effects that may be of aeromedical significance.*

If there are no aeromedically significant side effects, then the pilot may be issued a certificate with the restriction – Not valid for night flying.

Once the therapy is ceased for at least 1 month the night flying restriction may be lifted after a review by the ME in relation to night vision.

Best regards

from the Aviation Medicine Team

Declining a medical certificate after an AMC

Thank you for your recent application for a CAA medical certificate. In your case your application was considered via the flexibility pathway through an Accredited Medical Conclusion (AMC).

The Experts appointed by the Director for your AMC have reviewed all the available information in considering whether a medical certificate could be issued.

Unfortunately, the AMC conclusion was unfavourable. Regrettably, the experts considered that the ability to apply flexibility (as available under the Civil Aviation Act) could not be applied in your case. Thus, I am unable to issue you with a medical certificate at this time.

I enclose (attach) a copy of the AMC completed by Drs....

Should you be unhappy with the decision here is a link to the information sheet outlining your review options should you wish to pursue these.

[CAA MIS 005 – What are my review options? \(aviation.govt.nz\)](#)

Right of Review

You have the right to ask the convener to review the decision under section 27L of the Act within 20 days of this notice.

Right of Appeal

Pursuant to section 27P, you have the right to appeal the decision to a District Court under section 66 of the Act.

I am sorry that this is not the outcome that you will have hoped for. Please let me know if you have any questions.

Your sincerely

Issuing a medical certificate

Dear

Your application for a CAA medical certificate has been assessed and completed.

I am pleased to let you know that I have found you eligible for the issue of a Class <1,2>3 Medical Certificate. Your medical certificate is enclosed. Please note the expiry date(s) on this medical certificate, and that any previous certificates are no longer valid.

Please note: your medical certificate carries the following endorsements:

xxxx

Also enclosed is a copy of the Medical Assessment Report (MAR) which constitutes part of your medical certificate. Your certificate may contain endorsements which you must comply with.

The Civil Aviation Rules (61.35) provide that you may not exercise the privileges of any licence unless you comply with all the conditions, restrictions, and endorsements that have been placed on the medical certificate.

Your licence may not be used if your medical certificate has expired or if you do not comply with the conditions, restrictions and endorsements that have been placed on your medical certificate.

I bring to your attention the provisions of S27C(1) of the Civil Aviation Act. If there is a change, or suspected change, in your medical condition you are required to inform your medical examiner or CAA as soon as practicable.

The laminated certificate should be taken to your next medical examination together with the MAR and an identification document. When you apply next for a medical certificate you should arrange to do this within sufficient time before your certificate expires. Maximum validity will be available on a new Medical Certificate if you have the next assessment completed within the last 30 days before the current certificate expires.

If you have any further questions on the matter, do not hesitate to contact me at the above address. Enjoy your flying.

Yours sincerely