

Welcome to this ME update.

CAA CME & AMSNZ Conference 6–7 September 2014

It was a great pleasure to meet so many of you at Nelson. We are acutely aware of the need to provide face to face updates and CMEs to those at the coal face of medical certification. We are thinking of providing a full “CAA day” next year. Your feedback is important. Please let us know what you wish for the next meeting, both in format and content.

No tests reports from the applicant, what to do?

We have had this question asked several times over the past few months. What to do when the 90 days GME validity period has lapsed and the applicant has not provided the required information? In the first instance we suggest to send a reminder, to advise the applicant of the GME limited validity period.

When reaching the 90 days period, a final reminder is appropriate. This should indicate that the absence of the information will result in completion of your assessment, with a probable decline, due to lack of the required information.

Finally, unless the applicant indicates that the information is forthcoming, complete the MAR and inform the applicant of your decision and their right of review.

If the assessment is to extend beyond 90 days because the information is still expected to be forthcoming, please inform CAA of the situation. We are available if you have any questions.

GME and other forms: Check for completion

Since the colour vision is the only routinely tested at the time of the first application, there is a tendency to omit ticking the relevant colour vision box at the time, or perhaps even to forget doing the Ishihara. This is a classical human factors issue. Please remember to check the form for completion before sending. This includes date and signature.

MAR Form

The form contains fields to enter the dates of the last ECG, Audiometry etc. Please ensure that the most recent dates are entered.

Audiometry Form

We have received a number of audiograms on computer generated reports. While you are welcome to send this in print, the information must be transcribed onto the CAA audiometry form fully completed. This is to ensure that all required information is provided, for instance identification details, calibration date etc.

Medical Manual

The Ophthalmology chapter and the ENT chapters are on the website. You are invited to provide feedback on these documents. Comments to be received by 30 October and 15 November 2014 respectively.

The Respiratory chapter is currently under external review by a respiratory physician. A draft will be posted on the website later this year. The Neurology chapter is under internal review. To see a draft of those two chapters please e-mail claude.preitner@caa.govt.nz. Your comments are important and very welcomed. Just a note though, Claude is away until the week beginning 20 October 2014.

We have also commenced work on the Cardiology chapter.

AMC Process

We have received a number of calls and queries from applicants who did not know that their application was assessed via the AMC process. Kindly ensure that applicants are advised of the process undertaken, particularly if you are advised that the AMC will be done by CAA.

Reminder

Formal correspondence is largely by email especially AMC and 27I information. Letters are not sent in the post any longer. Any questions, please call the helpdesk.

Thank You

We wish to thank for your ongoing good work.

Best wishes from the Av Med Team.