



Update ME

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A brief update from the
Civil Aviation Authority
Central Medical Unit

17 May 2007

We are back this month after giving the Newsletter an Easter break.

In this update, we will continue with comments and advice of an administrative nature, to assist with trouble free certification.

Keeping the examining ME up to date

An ME1 who conducts an assessment for applicants examined by another ME should consider sending the examining ME a copy of the medical certificate, MAR and any correspondence to the applicant.

Supplying this information can assist the examining ME with the next assessment and aid in answering any questions the applicant may have.

Deferring class 1 and issuing class 2

It may happen that sufficient information is available for issue of a Class 2 certificate, while issue of the Class 1 certificate is deferred.

If you have issued a Class 2 certificate and are later issuing a Class 1 certificate, the Class 2 certificate should not be issued again. This would result in the issue of two Class 2 certificates from the one application, with different expiry dates.

New fit and proper questionnaire for MEs

As you probably know, under New Zealand legislation, aviation documents holders, for example pilots and Medical Examiners, have to be assessed against "fit and proper person" criteria.

When applying for the renewal of your designation you will need to fill in the redesigned and expanded questionnaire. This is available on the CAA website the pathway is:

www.caa.govt.nz/Forms/24067-502.pdf.

Absence of MEs

If you are going on holiday and/or are likely to be absent for more than 5 working days please notify CAA in advance, reminding us of any AMC pending. We will endeavour to provide the AMC in time prior to your absence provided that all the necessary information is available.

Pilots /ATCs appreciate not being left without a certificate as a result of their ME being unavailable. It may be better for you to pass on the assessment to another ME or extend the certificate if appropriate.

CAA will not normally assess and issue a certificate a Medical Examiner's on your behalf while you are away.

Regulatory Training

CAA is looking at running a 2-day initial regulatory training session on 25 and 26 July at the CAA offices in Lower Hutt. If you are interested in attending the whole or part of this course, for a refresher, please contact Hedy Mulholland or Dianne Lassche to register your interest.

Documentation Checklist

A previous issue of the newsletter mentioned that a document checklist was available from the CMU. The checklist is on the CAA website the pathway is www.caa.govt.nz/medical/ME_Documentation_Checklistv3.pdf

We are here to help!

If you should have problems, questions or queries, please call us on 04-560 9466 or email med@caa.govt.nz. First point of contact Julie or Deidre will assist you and direct you to the Medical Officer who is available to answer your question.

Best wishes.

CAA Medical Help

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Email: med@caa.govt.nz web site: www.caa.govt.nz