



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



CAME Recurrent Training

USOAP CMA Protocol Questions

ICAO APAC Regional Office

By Susantha De Silva – Regional Officer / Safety Implementation

14th November 2023



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	PP Q	CE #
3.401	Has the State promulgated regulations for medical examinations of applicants of various licences by medical examiners?	<p>1) Verify regulations regarding medical provisions for licensing, including designation of medical examiners and requirement of a medical assessor.</p> <p>2) Review regulations for the applicant to sign and furnish to medical examiners, a declaration, whose content conforms to the requirements of Annex 1.</p> <p>3) Check promulgation of latest amendments to Annex 1.</p>	<p>STD A1 1.2.4, 1.2.4.6 & C6 GM Doc 8984 Part I, C1, C2, Att. to C2 & C3 Doc 9654 Doc 9379 Part I, C2 & C5 Part II, 8.3</p>		CE-2



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.403	Does the State use the services of medical assessors to evaluate reports submitted to the Licensing Authority by designated medical examiners (DME)?	<p>1) Qualifications, experience, functions and responsibility of the medical assessor must be clearly described.</p> <p>2) Alternative systems can be acceptable, but they must guarantee effective oversight of all DMEs or medical centres/facilities.</p> <p>3) Review evidence to ensure effective implementation, e.g. list of DMEs and medical assessors, audit reports of DMEs and analysis of outcomes of medical assessments.</p>	<p>STD A1 1.2.4.8, 1.2.4.9 & 1.2.4.10 GM Doc 8984 Part 1, C1, C2 & C3 Doc 9379 Part I, C2 & C5 Part II, 8.3</p>		CE-3



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.405	Has the State implemented a process for the evaluation of medical reports submitted by the designated medical examiners (DME)?	<p>1) Verify that the process and methods in place for the evaluation of medical reports comply with Docs 8984 and 9379.</p> <p>2) Review evidence to confirm effective implementation, e.g. audit reports of medical assessments and analysis of medical outcomes.</p>	<p>STD A1 1.2.4.9 GM Doc 8984 Part I, C1, C2 & C3 Doc 9379 Part II, 8.3</p>	Y e s	CE-6



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.409	Has the State established the appropriate actions to be taken in case of a false declaration by an applicant to a designated medical examiner (DME)?	<p>1) Review procedures outlining actions to be taken.</p> <p>2) Review evidence to confirm effective implementation, i.e. reports and evidence of a graduated response system (warnings, sanctions, etc. that have been issued).</p>	STD A1 1.2.4.7.1		CE-8



3.411	Do designated medical examiners (DME) systematically submit signed reports to the Licensing Authority after completing the medical examination of an applicant?	1) If the medical examination is carried out by 2 or more examiners, verify that an appointed examiner is responsible for coordinating the results and signing of the report. 2) If reports are submitted electronically, verify that adequate identification of the examiner has been established. 3) Review evidence to confirm effective implementation, i.e. records of submission and acknowledgement of receipt. 4) Verify that all reports are available at the Licensing Authority for proper review and analysis by an appropriately qualified and experienced medical personnel (even if the State does not employ a medical assessor). 5) Verify that detailed medical information is available only through the medical section or medical assessor to ensure medical confidentiality.	STD A1 1.2.4.8 GM Doc 8984 Part 1, C1, C2 & C3 Doc 9379 Part II, 8.2, 8.3 & 8.4	C E -6
-------	--	---	--	-----------------------



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.415	Does the Licensing Authority perform medical assessment audits?	<p>1) The purpose of such audits is to ensure that designated medical examiners meet applicable standards for good medical practice and aeromedical risk assessment. Guidance on aeromedical risk assessment is found in the Manual of Civil Aviation Medicine (Doc 8984).</p> <p>2) Confirm that audit process is established.</p> <p>3) Review evidence to confirm effective implementation, i.e. audit reports.</p>	STD A1 1.2.4.9.1 GM Doc 8984	Y e s	CE-7



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.417	Has the Licensing Authority implemented a system to ensure the confidentiality of medical reports and records at all times?	<ol style="list-style-type: none">1) Ensure the Licensing Authority checks the confidentiality system at designated medical examiners' (DME) facilities or/and medical centres.2) Check confidentiality system of the reports kept by Licensing Authority.3) Check the policy and procedures established to determine to what extent pertinent medical information is presented to relevant officials of the Licensing Authority (special limitations due to medical issues) and other stakeholders.4) Review reports/complaints for any breach of medical confidentiality.	STD A1 1.2.4.11 GM Doc 8984 Doc 9379 Part II, 8.7		CE- 7



3 . 4 1 9	<p>If the medical Standards prescribed in Chapter 6 of Annex 1 for a particular licence type are not fully met, has the State implemented a system for the possible issuance or renewal of the appropriate medical assessment following conditions as stipulated in Annex 1?</p>	<p>1) Confirm that the appropriate medical assessment is not issued or renewed unless the following conditions are fulfilled:</p> <ul style="list-style-type: none">a) Accredited medical conclusion indicates that, in special circumstances, the applicant's failure to meet any requirement, whether numerical or otherwise, is such that exercise of the privileges of the licence applied for is not likely to jeopardize flight safety.b) Relevant ability, skills and experience of the applicant and operational conditions have been given due consideration.c) The licence is endorsed with any special limitation or limitations when the safe performance of the licence holder's duties is dependent on compliance with such limitation or limitations. <p>2) Confirm that procedures for coordination between medical assessors, other subject matter experts (SMEs) and Licensing Authority are established.</p> <p>3) Review minutes of medical review/board meetings to confirm consultation with SMEs, operations department, etc.</p> <p>4) Review reports including analysis of loss of licence due to medical reasons and trend analysis of findings of the outcome of the medical certification.</p> <p>5) Review policy, procedures and evidence of communication for the justification and outcome of the medical certification decision with the Licensing Authority.</p>	<p>STD A1 1.2.4. 10 GM Doc 8984</p>	<p>Y e s</p>	<p>C E- 6</p>
-----------------------	--	--	---	----------------------	-----------------------



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.421	Has the State implemented a process describing circumstances under which a medical examination may be deferred?	<p>1) Confirm that the process developed and implemented complies with the regulations.</p> <p>2) If the policy formally adopted by the State is that the medical examination cannot be deferred, the PQ is “Not Applicable”.</p> <p>3) If deferred, review the frequency and reasons for deferral.</p>	<p>STD A1 1.2.5.2.6 GM Doc 8984</p>		CE-5



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



PQ #	Protocol Question	Guidance for review Evidence	ICAO Ref.	P P Q	CE #
3.422	If the State authorizes its national licence holders to perform their medical examinations in a foreign State, has a system been implemented to ensure: a) the proper and valid designation of the foreign medical examiners, and b) the proper surveillance of the foreign medical examiners?	1) Check the system in place. 2) Check if foreign authorities are contacted or if they make available sufficient information. 3) Check the system for receiving and assessing medical reports and if said system is carried out by the foreign authority. 4) Check if there is a system to ensure that an overseas DME is properly designated, trained and in good standing with the overseas Licensing Authority. 5) Review evidence to ensure effective implementation, e.g. list of foreign DMEs and medical assessors, audit reports of DMEs and analysis of outcomes of medical assessments.	GM Doc 9379 Part II, 8.8 Doc 8984 Part I		C E - 6



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.423	If the State has not established any system for assessing the medical fitness of licence applicants and licence holders, has the State implemented practices and procedures to ensure the medical fitness of an applicant (e.g. the validation of a foreign medical assessment)?	<p>1) Evaluate procedures and practices implemented for the validation or conversion of foreign medical assessments.</p> <p>2) Review evidence to confirm effective implementation, e.g. number of foreign validations, States where such medical assessments are issued, analysis of loss of certification due to medical reasons and trend analysis of findings of the outcome of medical certification.</p>	<p>STD A1 1.2.4 GM Doc 9379 Part II, 8.3 & 8.8</p>		CE-6



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



PQ #	Protocol Question	Guidance for review Evidence	ICAO Ref.	PP Q	CE #
3.451	Has the State established a procedure for the designation of medical examiners and provided guidance material to them?	<p>Description of the system and criteria for the designation of medical examiners:</p> <ol style="list-style-type: none">1) Conditions and duration of the designation.2) Scope of authority given to a medical examiner (e.g. issuance of waivers, classes of medical assessment, etc.).3) Guidelines provided to the medical examiners (e.g. template reports, manual for the medical assessment, etc.).4) Methods for informing medical examiners of new medical-related provisions.	<p>STD A1 1.2.4.6 GM Doc 9379 Part II, C8 Doc 8984 Parts I, II, III & V</p>	Y e s	CE -5



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.453	Does the State ensure that designated medical examiners (DMEs): a) receive training in aviation medicine and have practical knowledge and experience of the conditions in which the holders of licences and ratings carry out their duties, and b) attend refresher training in aviation medicine at regular intervals?	1) Review evidence to confirm effective implementation (check medical examiners' files). 2) Examples of practical knowledge and experience are: flight experience, simulator experience, on-site observation and any other hands-on experience deemed to be valid by the Licensing Authority. 3) Confirm participation in refresher trainings (training or seminar organized by the State or	STD A1 1.2.4.6.1 & 1.2.4.6.2 GM Doc 8984 Parts I & V Doc 9379 Part II, 8.2 & 8.3	Y e s	CE-6



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.457	Does the State require designated medical examiners (DMEs) to demonstrate their competency in aviation medicine before designation?	1) Review procedures for designation. 2) Review evidence to confirm effective implementation.	STD A1 1.2.4.6.1 GM Doc 8984 Parts I & V Doc 9379 Part II, 8.2 & 8.3		CE-6



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.459	Has the State implemented a system for the supervision and control of designated medical examiners (DME)?	<ol style="list-style-type: none">1) Description of the oversight system for DMEs.2) Verify inclusion of premises and equipment inspections.3) Demonstration of use of latest ICAO SARPs.4) Up-to-date refresher training.5) Timely transmittal of reports to Licensing Authority's medical department.6) Review evidence to confirm effective implementation, e.g. oversight reports, audit reports, training records, designation documentation, etc.	<p>STD A1 1.2.4.6.3 & 1.2.4.9.1 GM Doc 8984 Parts I & V Doc 9734 Part A, C3 Doc 9379 Part II, 8.2, 8.3 & 8.4</p>		CE-7



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.461	What action does the Licensing Authority take in the event that sufficient evidence exists to demonstrate that a designated medical examiner (DME) has not performed his/her duties in accordance with the prescribed procedures?	<p>1) Review enforcement system and/or procedures.</p> <p>2) Review evidence to confirm effective implementation of a graduated response system (warnings, sanctions).</p>	GM Doc 9734 Part A, C3		CE-8



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



PQ #	Protocol Question	Guidance for review Evidence	ICAO References	P P Q	CE #
3.463	Has the State implemented appropriate aviation-related health promotion for licence holders subject to a medical assessment?	<ol style="list-style-type: none">1) Verify analysis of in-flight incapacitation events and findings during medical assessments.2) Review list of appropriate topics identified for health promotion.3) Review evidence to confirm effective implementation, e.g. communication with stakeholders.	<p>STD A1 1.2.4.2 & 1.2.4.3 GM Doc 8984 Part I, C1</p>		CE-6



ICAO

UNITING AVIATION

NO COUNTRY LEFT BEHIND



ICAO

North American
Central American
and Caribbean
(NACC) Office
Mexico City

South American
(SAM) Office
Lima

ICAO
Headquarters
Montréal

Western and
Central African
(WACAF) Office
Dakar

European and
North Atlantic
(EUR/NAT) Office
Paris

Middle East
(MID) Office
Cairo

Eastern and
Southern African
(ESAF) Office
Nairobi

Asia and Pacific
(APAC) Sub-office
Beijing

Asia and Pacific
(APAC) Office
Bangkok



THANK YOU