

**If you are an FAA ATCS: See the FAA ATCS HOW TO GUIDE – SSRI and contact your RFS**

**If you are an AIRMAN:**

1. See your treating physician/therapist and/or psychiatrist and get healthy.
2. Do not fly in accordance with 14 CFR 61.53 until you have an Authorization from the FAA.
3. Select and contact a Human Intervention Motivation Study Aviation Medical Examiner ([HIMS AME](#)) to work with you through the FAA process.
  - a. Provide the HIMS AME with a copy of ALL of your treatment records (no matter how many years have passed) from the time you:
    1. Sought treatment for any condition that required an SSRI or psychiatric medication or
    2. Had symptoms but were NOT on an SSRI
  - b. Have a copy of your complete FAA file sent to the HIMS AME AND to a board certified psychiatrist if your treating physician is not a board certified psychiatrist. See [Release of Information](#) on how to request a copy of your file.
  - c. At this time, make sure you also tell your HIMS AME about any other medical conditions you may have. They should be able to help you identify and collect the information that will be needed for a CACI/Special Issuance for these other conditions.
4. Print a copy of the [FAA CERTIFICATION AID – SSRI INITIAL Certification/Clearance](#)
  - a. Review what reports, providers, or testing will be required.
  - b. Take the correct CERTIFICATION AID page to each of the required physicians or providers so they understand what their report must include for FAA purposes. (This should save time and decrease the letters asking for more information.)
  - c. Make sure the providers specifically address in their report the “[FAA SSRI “Rule-Outs.”](#)”
5. When you have been stable with no symptoms or side effects and on the same dose of medication for **6 months** (this must be documented), you should meet with your HIMS AME to determine if it is appropriate to submit an INITIAL SSRI Special Issuance packet for FAA review.

**\*\*\*Remember to bring all documents to this evaluation, including information on any other condition you may have that requires a CACI or Special Issuance. \*\*\***
6. When your HIMS AME determines you are ready to submit a Special Issuance package they will:
  - a. Review and complete the [HIMS AME checklist](#);
  - b. Complete a new 8500-8 exam;
  - c. Place notes in Block 60 stating that the SSRI evaluation is complete;
  - d. Place notes in Block 60 regarding any other conditions the airman may have (Special Issuance/CACI);
  - e. Submit the SSRI information and information on any other condition that may require a Special Issuance to the FAA.
7. When submitting information:
  - The AME must submit your exam as DEFERRED.
  - Coordinate with your AME to make sure that ALL ITEMS LISTED on the AME Checklist and a COMPLETE package is sent to the FAA at the address below WITHIN 14 DAYS.
  - Partial or incomplete packages WILL NOT BE REVIEWED and will cause a DELAY IN CERTIFICATION.

**AIRMAN - Initial Certification**  
Federal Aviation Administration  
Civil Aerospace Medical Institute, Building 13  
Aerospace Medical Certification Division, Room 308 - AAM-300  
PO Box 25082  
Oklahoma City, OK 73125-9867

**IMPORTANT NOTE:** While your exam is under review, **continue to submit your Chief Pilot or Air Traffic Manager reports EVERY 3 months AND your HIMS AME evaluations and treating psychiatrist reports EVERY 6 months.** This will ensure the FAA has the most current information and will **decrease wait time.** If we do not have **current information** when we review your case, we will have to request it, which will slow down your certification review.

For **RECERTIFICATION**, see the [HIMS AME Checklist – SSRI Recertification/ Follow up Clearance](#).