

# HIMS AME Checklist - SSRI INITIAL Certification/Clearance

(Updated 12/03/2025)

Name \_\_\_\_\_

Airman MID or PI# \_\_\_\_\_

Submit this checklist and ALL supporting information for INITIAL SSRI consideration within 14 days of deferred exam to:

## AIRMAN

FAA, Civil Aerospace Medical Institute, Building 13  
Aerospace Medical Certification Division, Room 308 - AAM-300  
PO BOX 25082  
Oklahoma City, OK 73125-9867

## FAA ATCS

[Regional Flight Surgeon \(RFS\) office](#)

All numbered (#) items below refer to the corresponding section of the [FAA CERTIFICATION AID - SSRI INITIAL Certification/Clearance](#).

### 1. Airman/FAA ATCS statement and records

- Addresses/describes ALL items in FAA Certification Aid .....
- Is signed and dated .....
- Provides all **medical/treatment records** related to mental health history.....

Yes	No

### 2. HIMS AME FACE-TO-FACE, IN-OFFICE EVALUATION:

- Describes ALL items in #1-7 of "HIMS AME" checklist.....
- Verifies the airman/ FAA ATCS has been **on the same medication at the same dose** for a minimum of **3 months**.....
- Is signed and dated .....
- Copies of all reports have been submitted to the FAA or are enclosed with this checklist .....
- Any other condition(s) that would require Special Issuance (SI)/Special Consideration (SC). Do not include CACI qualified condition(s).....
  - List conditions:

Yes	No

### 3. TREATING PHYSICIAN (non-psychiatrist) REPORT (If the treating physician is a Board Certified Psychiatrist, check N/A and skip to #4.):

- Verifies the airman/FAA ATCS has been **on the same medication at the same dose** for a minimum of **3 months** .....
- Is signed and dated .....

N/A	Yes	No

### 4. Board Certified PSYCHIATRIST REPORT:

- Describes ALL items in #1-8 of PSYCHIATRIST requirements (including FAA SSRI "Rule-Outs.")
- Verifies the airman/FAA ATCS has been **on the same medication at the same dose** for a minimum of **3 months**.....
- Is signed and dated.....

Yes	No

### 5. NEUROPSYCHOLOGIST REPORT:

- Describes ALL items in #1-8 of the NEUROPSYCHOLOGIST requirements .....
- CogScreen-AE computerized report is attached .....
- Additional neuropsychological testing (if performed or required) score summary sheet is attached.
- Is signed and dated .....

Yes	No

### 6. ADDITIONAL REPORTS

- Chief Pilot Report (for Commercial pilots requesting 1<sup>st</sup> or 2<sup>nd</sup>-class certificates; 3<sup>rd</sup> class N/A) or Air Traffic Manager (ATM) for FAA ATCS.....
- SSRI related (drug testing, therapy reports, etc.) .....
- Reports from other providers or for non-SSRI conditions that may require SI or SC.....

N/A	Yes	No

HIMS AME Signature \_\_\_\_\_ Date of Evaluation \_\_\_\_\_

**CERTIFICATION WILL BE DELAYED IF ANY ITEMS ARE MISSING OR ARE INCOMPLETE**

**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.