

# HIMS AME Checklist - SSRI Recertification/Follow Up Clearance

(Updated 12/28/2022)

Name \_\_\_\_\_

Airman PI# \_\_\_\_\_

**Instructions to the HIMS AME:**

- Address the following items based on your in office exam and documentation review;
- **Submit this Checklist** (signed and dated by the HIMS AME); AND
- **Include supporting documentation reviewed to complete this Checklist** (including your HIMS AME report) **within 14 days to:**

**AIRMAN**  
 Federal Aviation Administration  
 Aerospace Medical Certification Division, Room 308 – AAM 300  
 P.O. Box 25082  
 Oklahoma City, OK 73125-9914

**FAA ATCS**  
[Regional Flight Surgeon \(RFS\) office](#)

I reviewed the airman's SSRI Authorization or the FAA ATCS's Special Consideration Letter dated: \_\_\_\_\_  
 (Date of Letter)

**1. HIMS AME FACE-TO-FACE, IN OFFICE EVALUATION: Required EVERY 6 months for ALL CLASSES**

- Interval visit summaries (if any) are unfavorable or reflect concerns.....
- Any concerns about the airman/FAA ATCS's current psychiatric status based on your clinical interview, evaluation, and review of reports?.....
- Any new psychiatric conditions identified or change in medication or dose during this period?
- Any abnormal physical exam or mental exam findings? .....
- Any NEW condition(s) that would require Special Issuance/Consideration? (Do not include any new CACI qualified condition.) .....

No	Yes

**2. TREATING PSYCHIATRIST REPORT: Required EVERY 6 months for ALL CLASSES**

OR

**HIMS PSYCHIATRIST REPORT plus PRESCRIBING PHYSICIAN REPORT**

- Report(s) is/are favorable with no anticipated or interim treatment changes .....
- The airman/FAA ATCS is **on the same medication at the same dose** stated in the Authorization letter or Special Consideration Letter.....

Yes	No

**3. NEUROPSYCHOLOGIST REPORT and routine CogScreen-AE administration are no longer necessary for renewal of an SSRI special issuance, except when clinically indicated or specified on the Authorization Letter /Special Consideration Letter. (Policy change 12/15/2022)**

If indicated/specified, answer the following items:

- Concludes NO aeromedically significant cognitive deficits or adverse changes? .....
- CogScreen is attached?.....
- Additional neuropsych testing (if performed or required) is attached? .....

N/A	Yes	No

**4. CHIEF PILOT or AIR TRAFFIC MANAGER (ATM) REPORT(S): Required EVERY 3 months**

Chief Pilot Reports required only for Commercial pilots holding 1<sup>st</sup> or 2<sup>nd</sup> class certificates.  
 ATM reports required for FAA ATCS.

Reports are favorable? .....

If any report is unfavorable immediately contact the FAA: For Airmen: call 405-954-4821; for FAA ATCS contact the [RFS office](#).

N/A	Yes	No

**5. ADDITIONAL REPORTS required by Authorization letter**

- SSRI-related (drug testing, therapy reports, etc.) reports are favorable.....
- Reports required for other non-SSRI conditions meet Authorization requirements.....

N/A	Yes	No

6. I have no other concerns about this airman/FAA ATCS and I recommend re-certification for Special Issuance/Consideration.....

Yes	No

\_\_\_\_\_  
 HIMS AME Signature

\_\_\_\_\_  
 Date of Evaluation

**For Airman:** If **ALL** items fall into the clear column, the AME may issue with the time limitation specified in the Authorization Letter or Special Consideration Letter. If **Any Single Item** falls into the shaded column, the **AME MUST DEFER** or contact the FAA and Explain in the HIMS report. **For FAA ATCS:** When Checklist is complete, immediately contact RFS with results and submit all documents within 14 days.