U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
Alaskan Region Policy

ORDER AL 3930.10

Effective Date: 11/01/16

SUBJ: Aviation Medical Examiners for FAA Employees and Applicants Requiring Medical Certification

1. Purpose of This Order. This order transmits Aviation Medical Examiner – Employee Examiner (AME-EE) information to the following: Flight Standards, Aircraft Certification and the ATO Western Service Area with Enroute, Terminal, and Flight Service Station employees assigned to facilities located in the Alaskan Region requiring Federal Aviation Administration Aerospace Medical Certification.

2. Audience. Branch level and above in the following divisions in the Alaskan Region: Flight Standards, Aircraft Certification, Aerospace Medicine and the ATO Western Service Area (Alaska) Enroute, Terminal and Flight Service Stations.

3. Where Can I Find This Order? You can find this order on the Directives Management System (DMS) website: http://employees.faa.gov/tools_resources/orders_notices.

4. Explanation of Policy: This information is being provided in accordance with FAA Order 3930.3B, Chapter 2, page 12, Paragraph 2 **"Who May Perform Medical Examinations"**.

5. Action.

a. Examination Locations:

(1) Examinations will be conducted in accordance with FAA Order 3930.3B, Air Traffic Control Specialist Health Program. All Air Traffic Control Specialists will receive their examinations by only the AME-EEs listed in Appendix A. Air Traffic Applicants will receive their examinations by the specific AME-EEs annotated in Appendix A with three asterisks (***).

(2) Employees must receive their examinations in the region where their duty station (or temporary duty station) is located.

(3) Rotational ATCS – Rotational ATCS travel through Anchorage occasionally from outlying Alaskan ATCS facilities. Rotational ATCS must first attempt to schedule their exam in the Anchorage Regional Office prior to scheduling with an alternate AME-EE.

(4) Anchorage area employees - All exams in the Anchorage area are performed by the Regional Flight Surgeon (RFS). Special authorization is needed from the RFS prior to visiting an alternate AME-EE in that area.

(5) Ketchikan area employees must receive special authorization from the RFS prior to visiting AME-EEs in that area.

(6) Juneau area employees must contact the Regional Flight Surgeon's office to schedule an

exam. The RFS periodically travels to Juneau to conduct exams for employees.

b. Airman Medical Certificates An ATCS may be issued a Second Class or Third Class medical certificate upon request, but only at the time of the examination (FAA Order 3930.3b, Chapter 2(3)b. If the ATCS requests the airman medical certificate after the physical examination is transmitted, the medical certificate cannot be issued. A new application for an airman medical certificate issued under 14 Code of Federal Regulations part 67, must be applied for at the local AME-EE office. The ATCS employee is responsible to pay for this additional exam.

c. Payment Aerospace Medicine will only pay for authorized employee and air traffic applicant exams performed by the AME-EEs listed in Appendix A. Aerospace Medicine will not reimburse an employee who pays the AME-EE for the exam; Aerospace medicine pays the AME-EEs directly. Aerospace Medicine will not be responsible for payment if an outdated version of this order is used when scheduling an exam.

(1) ATCS applicant and ATCS employees - reference FAA Order 3930.3b 12 (Professional Services) 13 (Funding) for guidance.

(2) Flight Standards and Aircraft Certification employees – Aerospace Medicine will not be responsible for payment of any fees for missed appointments and medical exams performed without pre-authorization.

d. Flight Standards and Aircraft Certification personnel requiring job related physical examinations, Aerospace Medicine will only pay for pre-authorized employees if their examinations are performed by an AME-EE listed in this order.

(1) Pre-Authorization: To be eligible to receive an authorization to obtain a physical examination paid for by the agency, the employee's name must be provided and approved annually. This list must be provided to the Aerospace Medicine Division no later than October 31st every year. The Aerospace Medicine Division must be notified in writing of any newly hired employees that require a physical examination before scheduling of the exam.

(2) If the employee's name has been pre-submitted, he/she must present an authorization and invoice for medical services, FAA Form 3930-3, Medical Examination Authorization, to an AME-EE in Appendix A. The form must be signed by the employee's manager/supervisor.

(3) A first class certificate may be obtained if the employee requests the upgrade by paying for the cost of the required EKG themselves. If a first class medical certificate is required for training purposes of any kind (that is job related), that requirement and request must be sent to the Aerospace Medicine Division in writing before the scheduled physical examination. The request must also be approved by the employee's supervisor to be paid for by the agency vs the employee.

6. Distribution. This order is distributed to Branch level and above in the following divisions in the Alaskan Region: Flight Standards, Aircraft Certification, Aerospace Medicine and the ATO Western Service Area (AK) - Enroute, Terminal and Flight Service Stations. Responsibility for Distribution: The above divisions are responsible for verifying that there have been no updates to this order prior to scheduling an employee exam.



Marcel V. Dionne, M.D.
Regional Flight Surgeon
Alaskan Region

Appendix A
ALASKAN REGION
AVIATION MEDICAL EXAMINER – EMPLOYEE EXAMINERS

Last	First	Title	Street Address	City	State	Zip	Tel #
Dionne* **	**Marcel**	**MD**	**222 W 7th Ave, Box 14 (Room 361)**	**Anchorage**	**AK**	**99513**	**(907) 271-5431**
TO USE AN ANCHORAGE AME BELOW, SPECIAL AUTHORIZATION IS NEEDED FROM THE RFS, PRIOR TO VISIT							
Christensen	Ronald	MD	9500 Independence Dr., Suite 900	Anchorage	AK	99507	(907) 522-1341
Hemry	David	MD	5011 Spenard Rd. Suite #205	Anchorage	AK	99517	(907) 245-4359
Illig	Petra	MD	5011 Spenard Rd. Suite #205	Anchorage	AK	99517	(907) 245-4359
Meinhardt	Ernest	MD	9500 Independence Dr., Suite 900	Anchorage	AK	99507	(907) 522-1341
Reeves	Michael	MD	2211 E. Northern Lights Blvd.	Anchorage	AK	99508	(907) 279-8486
Thomas	Robert	MD	2000 West International Airport Rd, Building B, Suite B-4	Anchorage	AK	99502	(907) 868-2961
Tilgner	Arthur	MD	5011 Spenard Rd. Suite #205	Anchorage	AK	99517	(907) 245-4359
Wiggins	Thomas	MD	2211 E. Northern Lights Blvd.	Anchorage	AK	99508	(907) 279-8486
Lehman	Donald	MD	631 4th St	Bethel	AK	99559	(907) 543-3773
TO SCHEDULE AN EXAM IN JUNEAU, PLEASE CONTACT THE RFS OFFICE.							
Dionne	Marcel	MD	709 W 9th St.	Juneau	AK	99802	(907) 271-5431
TO USE A KETCHIKAN AME BELOW, SPECIAL AUTHORIZATION IS NEEDED FROM THE RFS, PRIOR TO VISIT							
Liljegren***	Diane	MD	212 Carlanna Lake Rd., Suite 100	Ketchikan	AK	99901	(907) 228-8140
Rice***	Peter	MD	212 Carlanna Lake Rd., Suite 100	Ketchikan	AK	99901	(907) 228-8140
SPECIAL AUTHORIZATION IS NOT NEEDED FOR THE FOLLOWING AME-EEs.							
Andreassen	Raymond	DO	2360 Service St	Delta Junction	AK	99737	(907) 895-5100
Blais***	Kendrick	DO	1867 Airport Way, Suite 140A	Fairbanks	AK	99701	(907) 457-9355
Thomas***	Carl	MD	1919 Lathrop St., Suite 100	Fairbanks	AK	99701	(907) 452-1761
Walker***	Enlow	MD	1919 Lathrop St., Suite 100	Fairbanks	AK	99701	(907) 452-1761

Bell***	William	MD	4136 Bartlett St	Homer	AK	99603	(907) 235-8586
Hansen	Peter	MD	805 Frontage Rd., Suite 123	Kenai	AK	99611	(907) 283-4611
Lehman	Donald	MD	#2 School Rd.	Naknek	AK	99633	(907) 246-6155
Head***	David	MD	306 West 5th Ave	Nome	AK	99762	(907) 443-3311
Tuccillo***	Mark	DO	103 Farm St	Petersburg	AK	99833	(907) 772-4299
Lehman	Donald	MD	700 Katlian St., Suite E	Sitka	AK	99835	(907) 747-5861

***Air Traffic Applicant specific AME-EEs