



U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
National Policy

ORDER
8500.2A

Effective Date:
10/03/10

SUBJ: FAA Job-Required Airman Medical Certification Examinations

1. Purpose of This Order. This order prescribes the policy and procedures for individuals whose FAA job requires FAA airman medical certification under the Federal Aviation Regulations (FARs).

2. Audience. This order is applicable to agency personnel who must meet the medical standards in Title 14 of the Code of Federal Regulations part 67 (14 CFR part 67) as a job requirement and to non-employee candidates who have received an agency job offer for a position requiring a current airman medical certificate. It does not apply to agency personnel and employee candidates whose line of business requires an airman medical exam, but whose job does not require an airman medical certificate under the FARs.

3. Where Can I Find This Order. You can find this order on the MyFAA Employee website: https://employees.faa.gov/tools_resources/orders_notices/.

4. What This Order Cancels. FAA Order 8500.2, FAA Job-Required Airman Medical Certification dated December 29, 1978, is cancelled.

5. Policy. The following policy provides guidance for obtaining a job-required FAA airman medical certificate under the FARs. In the instances outlined below, and in accordance with applicable regulations, the Office of Aerospace Medicine (AAM) reimburses the cost of the exam, and the employee's Line of Business, Service Directorate, or office reimburses the associated travel costs.

a. All applicable individuals listed in paragraph 2 above will be examined at the frequency required under the FARs. Such employees may be examined at an FAA medical facility or by an Aviation Medical Examiner (AME) designated by the Regional Medical Office (RMO) to conduct FAA employee medical examinations, at the discretion of the agency. An appointment should be requested no later than 30 days prior to the date of the required examination. If the employee requests the examination be done in an FAA medical facility, the RMO, to the extent possible, shall arrange prompt scheduling of the examination. If the RMO is unable to support the request (due to circumstances such as time, distance, clinic readiness, available personnel, etc.), or if the agency approves an individual request that the exam be done by an AME designated by the RMO, then the RMO will issue the individual a written authorization, FAA Form 3930-3, Authorization and Invoice For Medical Service. The employee's manager must countersign this form. You can find the current version of this form at:

https://intranet.faa.gov/faaemployees/org/linebusiness/avs/qms/qms_homepages/aam/qms_divisions/regions/forms/media/Authorization_and_Invoice_For_Medical_Service.doc

Points of contact are:

(1) *Headquarters and the Washington Flight Program Office (Hangar 6) employees:* the Medical Specialties Division (AAM-200) and the Program Management Division, Finance and Administration (AAM-130).

(2) *Regional employees:* the Regional Flight Surgeon's office for your region.

(3) *Mike Monroney Aeronautical Center employees:* the Occupational Health Division (AAM-700) at the Civil Aerospace Medical Institute (CAMI).

(4) *William J. Hughes Technical Center employees:* the Eastern Regional Flight Surgeon (AEA-300).

b. Scope and Cost of Examination. Airman medical examinations performed under this order should not exceed the requirements of the position. For cost-reimbursable medical examinations performed in non-FAA facilities, the RMO authorizing the examination will reimburse the cost of the examination to the AME or, where allowed and upon receipt of required documentation, to the employee. In accordance with applicable travel regulations, associated travel costs will be reimbursed by the employee's Line of Business, Service Directorate, or office. The cost of the exam and travel reimbursement is limited to the employee's local commuting area. The employee bears any additional costs as outlined below:

(1) If the individual desires a higher class airman medical certificate than required by the job, any increased cost is borne by the individual.

(2) If the individual obtains an examination from an AME other than the AME designated and authorized by the RMO, the cost for the examination and travel is borne by the individual.

(3) If the individual does not meet the standards in 14 CFR part 67, that individual bears the cost of any additional reports, tests, or studies, and associated travel to support appeal of the denial or to support consideration for Authorization for Special Issuance under part 67.401. This applies to initial requests for, or renewal of, an Authorization and to any requirements to maintain the conditions set forth in an Authorization.

6. Distribution. This order is distributed to the branch level of General Counsel; Human Resource Management; Flight Standards Service; and Aircraft Certification Service. This order is also distributed in the Office of Aerospace Medicine at the branch level in Headquarters, Regions and Medical Field Offices, and the Civil Aerospace Medical Institute.



J. Randolph Babbitt
Administrator