### AME GUIDE: KNOW BEFORE YOU GO!



HOW TO USE THE GUIDE FOR AVIATION MEDICAL EXAMINERS TO PREPARE FOR YOUR AME EXAM

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# Welcome!

This is the "Know Before You Go" guidebook, a resource created for pilots by the Office of Aerospace Medicine, to address the problem outlined below...

"Any person exercising the privileges of any of the following certificates: airline transport pilot certificate, commercial pilot certificate, private pilot certificate, recreational pilot certificate, flight instructor certificate (when acting as pilot in command if serving as a required pilot flight crewmember), flight engineer certificate, flight navigator certificate, or student pilot certificate [must hold a medical certificate]...Under Title 14 of the Code of Federal Regulations (14 CFR) Part 1, **the Federal Aviation Administration (FAA) defines a medical certificate as** "acceptable evidence of physical fitness on a form prescribed by the Administrator." The primary goal of the airman medical certification program is to protect not only those who would exercise the privileges of a pilot certificate but also air travelers and the general public." (FAA)

### **The Problem:**

While most Aviation Medical Examiners (AMEs) are able to issue to the majority of pilots who seek out certification, some pilots are unable to obtain a certificate on the day of their exam and must undergo a lengthy <u>deferral process</u> in order to obtain their certificate at a later date. HOWEVER, this problem is largely a result of an AME needing <u>more information</u>.

For some conditions, an AME may be able to issue a medical certificate immediately, avoiding the deferral process, if you have the correct documentation at the time of your exam. Without the correct documentation, your medical certification may be delayed.

This guidebook is intended to help pilots prepare for their AME exam beforehand, by collecting and bringing the necessary medical documents and records to their exam, so that the AME may be able to issue medical certificate.

## How do I know if I need this guide?

This booklet was intended as a guide to help **all pilots and air traffic controllers** prepare for their FAA Medical Examination

#### However, you especially need this guide if...

- You are a first-time pilot
  - With existing medical condition(s) (previous or current), and/or,
  - Previously or currently taking medications
- You are a returning pilot...
  - That has developed new medical condition(s) since your last exam
  - That has started taking new medication since your last exam

#### To engage with the booklet...

- Most underlined phrases are links to outside resources
- QR codes can also be scanned for more

# What is the AME Guide?

The Guide for Aviation Medical Examiners (AME) is a critical resource for pilots who need to prepare for their aviation medical examinations. This guide, created by the FAA, provides detailed information on medical conditions and the documentation required for medical evaluations. However, it is primarily written for physicians and can be overwhelming to pilots, who must navigate this guide to understand what medical information they need to bring to their AME appointment. This booklet will show you how to find the right information and interpret the Disposition Tables to help ensure a smooth medical examination process.

### 2025

#### **GUIDE FOR AVIATION MEDICAL EXAMINERS**

(Updated 01/01/2025)

Welcome to the Guide for Aviation Medical Examiners. The format of this version of the Guide provides instant access to information regarding regulations, medical history, examination procedures, dispositions, and protocols necessary for completion of the FAA Form 8500-8, Application for Airman Medical Certificate.

To navigate through the Guide PDF by Item number or subject matter, simply click on the "BOOKMARK" tab in the left column to search specific certification decision-making criteria. To expand any "BOOKMARK" files, click on the corresponding + button located in the front of the text. To collapse any of the expanded files, click on the + button again.

#### AME ALERT

Effective January 1, 2025, only three specific computer-based tests will be acceptable for PILOT COLOR VISION EVALUATIONS.

Please review the following guidance:

- AME Information Color Vision Screening Steps
- Acceptable Test Instruments for Color Vision Screening Pilots
- FAA Color Vison Pilots Flowchart

### Navigating to the AME Guide

Regularly updated by the FAA, the Guide for Aviation Medical Examiners can be accessed on multiple platforms. In the next few pages, you can learn about the 3 recommended ways to find the list of documents you'll need for your appointment.

The aim of using the AME Guide is to locate a tool used by AME's, called a "disposition table." A disposition table is a tool used by AMEs to determine issuance. The table is divided into sections based on medical conditions, required evaluations, and AME decisions.

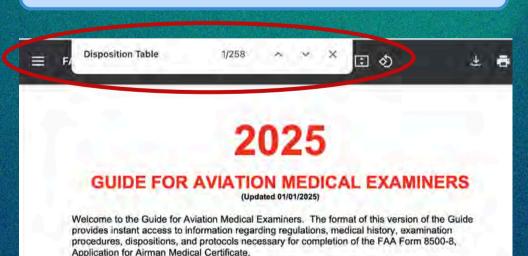
This tool can be used by pilots to determine the documents they'll need to bring to their appointment. You'll read about this more in the <u>Disposition Tables Explained</u> and <u>Evaluation</u> <u>Data</u> sections of this booklet.

# Searching the PDF version...

faa.gov/ame\_guide/media/ame\_guide.pdf

#### To find the list of documents you'll need...

- Press "Ctrl + F" (or "Command + F" on a Mac)
  Search: "\* your medical condition" disposition table"
  ex: "Hypothyroidism Disposition Table"



To navigate through the Guide PDF by Item number or subject matter, simply click on the "BOOKMARK" tab in the left column to search specific certification decision-making criteria. To expand any "BOOKMARK" files, click on the corresponding + button located in the front of the text. To collapse any of the expanded files, click on the + button again.

## From the FAA website...

**Option 2:** 

### To access the full online AME Guide scan here :

Or navigate to the online AME Guide through this link: <u>https://www.faa.gov/ame\_guide</u>



#### To find your dispo...

- Scroll until you see the search bar pictured here.
- Search: "\* your medical condition\* disposition table"
   ex: "Hypothyroidism Disposition Table"

You can also click the <u>Aerospace Medical Dispositions link</u> in the guide. You may have to further navigate by looking through various systems, then by specific conditions.

Search

Search the AME Guide Enter Search Term(s):

FAA Form 8500-8; Application Process and Examination Techniques

- General Information
- Applicant History (Items 1-20)
- Examination Techniques (Items 21-58)
  - Application Review (Items 59-64)
- Aeromedical Decision Considerations
  - Aerospace Medical Dispositions
  - <u>CACI Certification Worksheets</u>
  - Disease Protocols

Using your		
pers	onal browser	
<b>Option 3:</b> You can also use your preferred internet browser		
<ul> <li>Navigat</li> <li>Search</li> <li>"FAA Tabl</li> </ul>	te to any web browser (Google, Bing, etc.) using the following key words: A AME Guide *Name of Condition* Disposition le" result may not be the correct or most recent version hat you need. Be sure to verify the name/date!	
	depression disposition table	
faa ame guide c		
	ihort videos Forums Videos Shopping Web : More	

## Finding Your Disposition Table

#### Regardless of which method you use, you should find a version of the "Disposition Table" that matches your condition

- Check the title to verify that it matches the correct condition name
- For PDF version: Check the date at the top of the page to ensure you are looking at the most recent version
  - If downloading the PDF, be sure to redownload/double-check each month, as new guidance is updated every month

appear. New versions Id only have one h for the entire table.	HYPOTHYROID or HYPOTHYROIDISM (Including Hashimoto's Disease) All Classes (Updated 01/25/2023)	
DISEASE/CONDITION	EVALUATION DATA	DISPOSITION
A. Resolved No treatment required	If the AME is able to determine through history and exam no treatment necessary, no symptoms, and no clinical concern:	ISSUE Annotate this information in Block 60.
B. Primary Hypothyroidism	See the <u>CACI - Hypothyroidism Worksheet</u> . This will require a current, detailed Clinical Progress Note generated from a clinic visit	If the pilot meets all CACI worksheet criteria ar is otherwise qualifie
	with the treating physician no more than 90 days before the AME exam AND TSH.	ISSUE with no time limitation
	Note: As of 1/25/2023, TSH up to 9.9 can be considered for CACI if other criteria are met.	Annotate the correc CACI statement in Block 60 and keep the required supporting information on file
C. Primary Hypothyroidism	Submit the following for FAA review:	

#### **Guide for Aviation Medical Examiners**

#### Online Version:

The online version of the AME Guide from the FAA website is routinely updated with the most recent verion

#### Decision Considerations – Aerospace Medical Dispositions Item 36. Heart – Hypertension

#### Hypertension (HTN) - All Classes

Disease/Condition	Evaluation Data	Disposition
A. No medication (If treating physician discontinued medications 30 days ago or longer.)	If airman meets standards:	ISSUE Summarize this history in Block 60.
B. Treated with 3 or fewer* acceptable medications.	See CACI - Hypertension Worksheet For additional information, see <u>Hypertension FAQs</u>	Follow the <u>CACI – Hypertension</u> <u>Worksheet</u> . Annotate Block 60.
<ul> <li>C. Any of the following:</li> <li>Treated with 4 or more* acceptable medications;</li> </ul>	Submit the following to the FAA review: Current status report from treating physician with treatment plan,	DEFER Submit the information to the FAA for a possible Special Issuance.
HTN is clinically uncontrolled;     Unacceptable medications are	prognosis and how long the condition has been stable;	Follow up Issuance Will be per
used;	□ Specific mention if there is a secondary cause for HTN or any	letter
Side effects are present;	evidence of a co-morbid condition (ex. diabetes or OSA), or end organ	
<ul> <li>Medical status of the airman is unclear; or</li> </ul>	damage (ex. renal insufficiency, kidney disease, eye disease, MI, CVA heart failure, etc); and	
Certification has been	near channes every and	
specifically reserved to the FAA	□ List of medications, dates started and stopped, and any side effects.	

#### NOTE:

Some searches may direct you to pages that look like this. Although this page reads differently, it still contains the same important information. The main thing you want to look out for is the <u>"Evaluation Data"</u> section.



Guide for Aviation Medical Examiners - Version 01/25/2023

#### HYPOTHYROID or HYPOTHYROIDISM

(Including Hashimoto's Disease)

All Classes (Updated 01/25/2023)

DISEASE/CONDITION	EVALUATION DATA	DISPOSITION
A. Resolved No treatment required	If the AME is able to determine through history and exam no treatment necessary, no symptoms, and no clinical concern:	ISSUE Annotate this information in Block 60.
B. Primary Hypothyroidism	See the <u>CACI - Hypothyroidism Worksheet</u> . This will require a current, detailed Clinical Progress Note generated from a clinic visit with the treating physician no more than 90 days before the AME exam AND TSH. Note: As of 1/25/2023, TSH up to 9.9 can be considered for CACI if other criteria are met.	If the pilot meets all CACI worksheet criteria and is otherwise qualified, ISSUE with no time limitation Annotate the correct CACI statement in Block 60 and keep the required
C. Primary Hypothyroidism	Submit the following for FAA review:	supporting information on file.
Symptomatic TSH 10 mIU/L or higher Central Hypothyroidism (Due to pituitary or hypothalamic disease)	<ol> <li>A current, detailed Clinical Progress Note generated from a clinic visit with the treating physician performed no more than 90 days before the AME exam. (Diagnosis of Central Hypothyroidism should be evaluated by an endocrinologist.) It must include a detailed summary of the history of the condition; current medications, dosage, and side effects (if any); physical exam findings; results of my testion performed;</li> </ol>	DEFER Submit the information to the FAA for a possible Special Issuance.

#### **EXAMPLE TABLE:** HYPOTHYROID or HYPOTHYROIDISM



#### scan to see the full table here:

#### The Disposition Table reads from left to right, with each row designated for specific condition severity.

### 1.Start in the left column...

To start, locate the row with your specific condition as per your doctor's diagnosis.

• If you do not fit the condition for Row A, then continue to Row B, and so on until you find the row that applies to you.

Each row indicates different versions and severities of the condition, which helps AME's determine issuance.

### 2.Once you've found what row

Follow the row over to the next (middle) column: <u>"Evaluation Data"</u>

• Each row has different Evaluation Data, double check to make sure you are reading for the correct condition and correct severity

### **3.The last column tells us...** The "disposition," or how the AME/FAA would interpret the findings from the exam:

- Issue
- Defer
- Deny

#### **AME DECISIONS:**

scroll to the bottom of the page to read about next steps for each outcome



# **Evaluation Data**

### **IMPORTANT!**

Pay attention to what is listed in the evaluation data! These are the documents that you MUST bring to your AME exam, in order to avoid delays in the certification process. When an AME must defer, this typically means that more information is needed in order to issue.

This is why it is important to bring these documents to your first appointment, so the AME might be able to determine eligibility much sooner.

### Hypothyroidism Row C Example:

Submit the following for FAA review:

- A current, detailed Clinical Progress Note generated from a clinic visit with the treating physician performed no more than 90 days before the AME exam. (Diagnosis of Central Hypothyroidism should be evaluated by an endocrinologist.) It must include a detailed summary of the history of the condition; current medications, dosage, and side effects (if any); physical exam findings; results of any testing performed; diagnosis; assessment; plan (prognosis); and follow-up.
- Lab: Performed within 90 days of the AME exam to include:
  - Thyroid Stimulating Hormone (TSH), and
  - Any other lab already performed (Ex. T3, Free T4) by the treating physician.





(14 CFR 67.401)

# *Current , Detailed Clinical Progress Note*

A "Current, Detailed Clinical Progress Note" (DCPN) is a common example of a document that an AME might require in order to issue. Each disposition table may have additional information needed from your treating physician, however the main requirements are:

- A summary of the history of the condition,
- Current medications, dosages, and side effects (if any);
- Clinical exam findings;
- Results of any testing performed;
- Diagnosis;
- Assessment and Plan
- Prognosis (This item may not be on a standard progress note, make sure your physician adds this information.)

× Patient Portal or After Visit Summary (AVS)	<ul> <li>Current, Detailed Clinical Progress</li> <li>Note</li> </ul>	
Ready immediately after the visit.	May take some time (days) for the physician to review and sign.	
Accessible on your pattent portal.	May be accessible in your patient portal, however, this depends on your physician's Electronic Medical Record (EMR) system.	
Title = "After Visit Summary"	Title = "Progress Notes" or "View notes"	
Page Contents: • Blood pressure, weight, pulse; • Instructions ("pick up medications, return in 6 months," etc.); • Reason for visit, list of medications given, or tests ordered; and • Medication allergies, immunization history, etc. Blick/scan here to learn more bout "Clinical Progress Note"	<ul> <li>Page Contents: <ul> <li>Blood pressure, weight, pulse;</li> <li>Instructions ("pick up medications, return in 6 months," etc.);</li> <li>Reason for visit, list of medications given, or tests ordered;</li> <li>Medication allergies, immunization history, etc.;</li> </ul> </li> <li>Plus: <ul> <li>Review of body systems;</li> <li>Physical exam findings (Ex. constitutional, cardiovascular, skin, etc.);</li> <li>List of all current medications, dosages side effects (if any);</li> <li>Assessment and Plan (prognosia); and</li> <li>ICD-10 codes</li> </ul> </li> </ul>	

# The Day of the Exam

Now that you know what to bring, here's what to expect next:



2

DON'T FORGET: collect and bring in copies of all medical records/tests as described in the Evaluation Data column of your disposition table

Also bring in your <u>MedXPress</u> confirmation number, and government issued identification card to verify who you are.

The AME will conduct your physical exam:

- Collect your vitals (heigh, weight, pulse, blood pressure, etc.)
- Test your eyes (visual acuity/depth perception/color vision)
- Perform a hearing test
- Collect a urine sample
- EKG if required (will require exposing your chest for lead placement)

When performing a physical examination, your AME will focus on findings which could indicate an aeromedical concern

# After the Exam

"If required documentation is present, has been positively reviewed by the AME, and everything in the examination meets the FAA medical standards set forth in <u>14 C.F.R. part 67</u>, the AME may issue you a medical certificate." (<u>FAA</u>)

In most cases the AME can issue a medical certificate, however it is imperative that you bring in your documents if you have any conditions that may need extra clearance.

To learn more, feel free to start your search through the FAA website <u>here</u>

Before and after your exam, you can also track your progress and find your application status through your FAA <u>MedXPress</u> account

# **Additional Resources**

https://www.faa.gov/ame\_guide/pharm

https://www.faa.gov/pilots/amelocator

https://www.faa.gov/ame\_guide/app\_process/general/si

MedXPress Login

How to Use the AME Guide (Allergies Example)

How to use the AME Guide (Hypertension example)

List of Medications (Hypertension Example)

