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**AEROMEDICAL EVACUATION AIRCREW  
EVALUATION CRITERIA**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFD 11-2, *Aircraft Rules and Procedures*. It establishes criteria for the evaluation of aeromedical evacuation crew member (AECM) performance on C-9A, C-17, C-130, and C-141 aircraft to ensure safe and successful accomplishment of the worldwide mobility missions. The evaluation criteria are used in conjunction with AFI 11-202V2, *Aircrew Standardization/Evaluation Program*, and the appropriate MAJCOM supplement. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force. This instruction applies to Air Force Reserve Command (AFRC) and Air National Guard (ANG) units.

The Privacy Act of 1974 applies to certain information gathered pursuant to this instruction. The Privacy Act System Number F011 AF XO A, Air Force Operations Resource Management Systems (AFORMS) covers required information. The Paperwork Reduction Act of 1974 as amended in 1996 affects this instruction. Maintain and dispose of records created as a result of processes prescribed in this publication in accordance with AFMAN 37-139, *Records Disposition Schedule*.

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**(POPE) AFI 11-2AE, Volume 2, Aeromedical Evacuation Aircrew Evaluation Criteria, 1 September 1999, is supplemented as follows:** This supplement defines local evaluation criteria and local procedures for the 43d Airlift Wing (43 AW) Aeromedical crew evaluations. This supplement applies to all 43 AW personnel, assigned/attached, who participate in flying activities at the Aeromedical Evacuation Unit. The OPR for this supplement is 43 OG/OGV. **Records Disposition:** Documentation created by this publication will be maintained and disposed of IAW AFMAN 37-123, *Management of Records* and the Air Force Records Disposition Schedule, accessible on-line at <https://webrims.amc.af.mil>

**SUMMARY OF REVISIONS**

This document is new and must be completely reviewed.

**(POPE) This publication has been revised and must be reviewed in its entirety.**

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## Chapter 1

### GENERAL INFORMATION

**1.1. General.** This AFI provides flight examiners and aircrews with procedures and evaluation criteria/tolerances to be used during aeromedical evacuation (AE) flight evaluations required by AFI 11-202V2, *Aircrew Standardization/Evaluation (Stan/Eval) Program*. Specific areas for evaluation are prescribed to ensure an accurate assessment of the proficiency and capabilities of Aeromedical Evacuation Crew Members (AECM). AMC is designated lead command for aeromedical evacuation issues according to AFD 10-21, *Air Mobility Lead Command Roles and Responsibilities*. HQ AMC/DOV is designated Office of Primary Responsibility (OPR) for this instruction.

1.1.1. Evaluators use this AFI when conducting AECM evaluations to gain “qualification” in the MDS. Instructors should use this AFI when preparing an AECM for qualification evaluation.

1.1.2. Certification is a unique process for “qualified” AECMs to perform AE duties onboard opportunity lift (C-5, C-20, C-21, C-26, KC-10, KC-135) or Civil Reserve Air Fleet (CRAF) AE equipped B-767 when activated. See AFI 11-2AEV1, *AE Aircrew Training*.

**1.2. Applicability.** This AFI is applicable to all AECM flying AE missions. Copies should be available to all AECMs performing AE. NOTE: This instruction does not apply to flight surgeons (FS) or Critical Care Air Transport Team (CCATT) personnel.

### 1.3. Key Words Explained.

1.3.1. “Will” and “Shall” indicate a mandatory requirement.

1.3.2. “Should” is normally used to indicate a preferred, but not mandatory, method of accomplishment.

1.3.3. “May” indicates an acceptable or suggested means of accomplishment.

1.3.4. “Note” indicates operating procedures, techniques, etc., which are considered essential to emphasize.

**1.4. Deviations and Waivers.** Do not deviate from the policies and guidance in this AFI under normal circumstances, except for safety or when necessary to protect the crew or aircraft from a situation not covered by this AFI and immediate action is required. Report deviations or exceptions without waiver through channels to MAJCOM standardization/evaluation function who in turn notifies lead command for follow-on action, if necessary.

1.4.1. Waiver authority for the contents of this document is lead command, which in turn, delegates MAJCOM/DO as waiver authority according to AFI 11-202V2, and the appropriate MAJCOM supplement.

1.4.2. MAJCOM/DOs forward a copy of approved long-term waivers to this instruction to lead command for follow-on action, if required. Example of possible long-term waiver request: certified bag-valve-mask (BVM) resuscitator not available via supply channels. XXX AES would request waiver to allow evaluation of AECM on an approved BVM substitute.

**1.5. Supplements and Local Procedures.** This AFI is a basic directive. Each user MAJCOM may supplement this AFI according to AFD 11-2, *Aircraft Rules and Procedures*. Limit supplement information to unique requirements only. MAJCOMs may specify unique evaluation areas in their appropriate supplement (units use **Chapter 3**). Supplements and local procedures will not be less restrictive than the provisions of this AFI or the appropriate flight manual.

1.5.1. Supplement Coordination Process. Forward MAJCOM/DO-approved supplements, with attached AF Form 673, **Request to Issue Publication**, to lead command (HQ AMC/DO) for review. HQ AMC/DO will provide a recommendation and forward to HQ USAF/XOOT for approval (according to AFD 11-2, *Aircraft Rules and Procedures*). Use the following OPR's address: HQ AMC/DOV, 402 Scott Dr., Unit 3A1, Scott AFB IL, 62225-5302. When supplements are published, send a final copy to HQ USAF/XOOT and lead command (HQ AMC/DOV).

1.5.2. If necessary, request and include approved long-term waivers to this AFI (including, approval authority, date, and expiration date) in the appropriate MAJCOM supplement.

1.5.3. Local Procedures Coordination. Units send a copy of **Chapter 3** to the appropriate NAF (if applicable) for coordination and approval. If a NAF is not applicable, the unit will send a copy to the parent MAJCOM/DO for coordination and approval. When local procedures are published, notify or send a final copy to lead command, parent MAJCOM, and appropriate NAF, if applicable.

**1.6. Requisition and Distribution Procedures.** Order this AFI through the servicing Publications Distribution Office (PDO). Unit commanders provide copies to AECMs and associated support personnel. This publication is available digitally on the AFDPO WWW site at <http://afpubs.hq.af.mil>. Contact PDO for a monthly CD-ROM or access to the bulletin board system.

**1.7. Improvement Recommendations.** Send comments and suggested improvements to this instruction on AF Form 847, **Recommendation for Change of Publication**, through channels to HQ AMC/DOV, 402 Scott Drive Unit 3A1, Scott AFB IL, 62225-5302 according to AFI 11-215, *Flight Manual Procedures* and MAJCOM Supplement.

**1.8. Evaluations.** This instruction establishes standardized qualification, mission, and instructor evaluation criteria. It also establishes the areas/subareas necessary for the successful completion of evaluations, and which required areas/subareas will be considered critical and/or non-critical.

**1.9. Evaluation Requirements.** Accomplish evaluations concurrently, whenever practical. Each AECM will be evaluated at the frequency in AFI 11-202V2, as appropriate:

1.9.1. Qualification (QUAL) Evaluation. Each AECM will successfully complete a periodic qualification evaluation according to AFI 11-202V2. QUAL evaluations are designed, as a minimum, to ensure an AECM is trained to perform the aircrew duties of caring for the sick and wounded in a safe manner, knowledgeable of aircrew operating instructions, and can accomplish their assigned duties.

1.9.2. Mission (MSN) Evaluations. Each AECM will successfully complete a periodic mission evaluation according to AFI 11-202V2. MSN evaluations are designed to ensure the AECM is knowledgeable of the unit's mission specific guidance. As a minimum, MSN evaluations will ensure an AECM is trained to perform the aircrew duties in a safe manner, knowledgeable about a specific mission design series (MDS), knowledgeable of aircrew operating instructions, and can accomplish their assigned duties.

1.9.3. Instructor (INSTR) Evaluations. To initially qualify as an instructor, the AECM will successfully complete an initial instructor evaluation. Subsequently, AECMs designated as instructors will be evaluated on their ability to instruct during all periodic evaluations.

1.9.4. SPOT Evaluations. A SPOT evaluation is an evaluation not intended to satisfy the requirements of a periodic (i.e., QUAL, MSN, or INSTR) evaluation. SPOT evaluations have no specific requisites or requirements unless specified in MAJCOM supplements. See AFI 11-202V2 for options available to convert a SPOT evaluation to meet requirements of a periodic evaluation.

1.9.5. Emergency Procedures Evaluation (EPE). See AFI 11-202V2 and the following: evaluate an AECM's knowledge of emergency procedures and systems knowledge for all initial (INIT), requalification (RQ), and periodic qualification and mission evaluations (see paragraph 2.5.).

1.9.5.1. Units will develop and periodically maintain a list of EPE program requirements (topics, special interest, etc.) in **Chapter 3**. The EPE will include areas commensurate with the examinee's graduated training or as specified in AFI 11-202V2 and MAJCOM Sup.

1.9.5.2. Examinees may use publications that are normally available in-flight. The examinee must be able to recite all Boldface items from memory.

1.9.5.3. Normally, do not conduct an EPE immediately before a flight evaluation. However, an EPE may be conducted on the ground, or in-flight, through hands-on demonstration, and/or verbal discussion.

1.9.5.4. Examinees receiving an overall EPE grade of unqualified will be placed in supervised status until recommended additional training and re-evaluation are completed. Examinees receiving an overall EPE grade of unqualified because of unsatisfactory Boldface procedures will not be permitted to fly in their aircrew position until a successful re-evaluation is accomplished. Accomplish additional training IAW AFI 11-202V2.

1.9.6. Evaluation Prefixes. Use AFI 11-202V2 evaluation prefixes for AF Form 8, **Certificate of Aircrew Qualification**, and AF Form 942, **Record of Evaluation**.

## 1.10. Grading Policies.

1.10.1. The overall qualification level awarded an evaluation is based on performance during both the flight and ground phases. This grade should be awarded only after all evaluation requirements have been completed and given due consideration.

1.10.2. To receive a qualified grade on an evaluation, the AECM must satisfy the criteria set forth for that evaluation and demonstrate ability to operate within the aircraft and/or operate equipment safely and effectively during all phases of an evaluation.

1.10.3. Use the grading criteria in this instruction to grade areas/subareas accomplished during an evaluation.

1.10.3.1. The flight examiner must grade the areas/subareas listed as "required" in the general and specific evaluation sections of this instruction.

1.10.3.2. The flight examiner may grade any area/subarea accomplished during an evaluation if performance in that area/subarea impacts the specific evaluation (QUAL, MSN, QUAL/MSN, INSTR) accomplished or flight safety.

1.10.4. When in-flight evaluation of a required area is not possible, the area may be verbally evaluated. Flight examiners will make every effort to evaluate all required areas in-flight before resorting to this provision. As a minimum, Nursing Care Standards, Aircraft Safety, and Crew Resource Management must be evaluated in-flight. Exceptions to the minimum in-flight requirement are on a case-by-case basis only and will be approved by the applicable MAJCOM/DOV. Other areas/subareas that were unable to be covered in-flight due to mission profile, weather, or other constraints may also be evaluated on the ground, but should be avoided if possible.

**1.11. Grading System.** NOTE: This paragraph is for reference only and duplicates information in AFI 11-202V2 to allow the evaluator a single source instruction to conduct an evaluation. When a conflict occurs, use AFI 11-202V2.

1.11.1. Overall Qualification Levels.

1.11.1.1. Qualification Level 1 (Q-1). The aircrew member demonstrated desired performance and knowledge of procedures, equipment, and directives within tolerances specified in this instruction. Qualification Level 1 will be awarded when no discrepancies were noted and may be awarded when discrepancies are noted if:

1.11.1.1.1. The discrepancies resulted in no lower than a “Q-” grade being given in any area(s)/subarea(s).

1.11.1.1.2. In the judgment of the flight examiner, none of the discrepancies preclude awarding an overall Q-1.

1.11.1.1.3. All discrepancies noted during the evaluation were cleared during that evaluation debriefing.

1.11.1.2. Qualification Level 2 (Q-2). The aircrew member demonstrated the ability to perform duties safely, but:

1.11.1.2.1. There was one (or more) area(s)/subarea(s) where additional training was assigned.

1.11.1.2.2. A non-critical area/subarea grade of “U” was awarded.

1.11.1.2.3. In the judgment of the flight examiner, there is justification based on performance in one or several areas/subareas.

1.11.1.3. Qualification Level 3 (Q-3). The aircrew member demonstrated an unacceptable level of safety, performance or knowledge.

1.11.1.3.1. A grade of “U” awarded in a critical area/subarea requires an overall “Q-3” for the evaluation.

1.11.1.3.2. An overall “Q-3” can be awarded if, in the judgment of the flight examiner, there is justification based on performance in one or more areas/subareas.

1.11.1.4. The flight examiner will indicate all appropriate restriction(s) and additional training on AF Form 8, **Certificate of Aircrew Qualification**.

1.11.2. Area/Subarea Grades. Areas/subareas will have a two-level (Q/U) or three-level (Q/Q-/U) grading system. The overall area grade will be the lowest of any subarea grade awarded.

1.11.2.1. A “Q” is the desired level of performance. The examinee demonstrated a satisfactory knowledge of all required information, performed aircrew duties within the prescribed tolerances and accomplished the assigned mission.

1.11.2.2. A “Q-” indicates the examinee is qualified to perform the assigned area tasks, but requires debriefing or additional training as determined by the flight examiner. Deviations from established standards must not exceed the prescribed “Q-” tolerances or jeopardize flight safety.

1.11.2.3. Assign a “U” area grade for any breach of flight discipline, performance outside allowable parameters or deviations from prescribed procedures/tolerances that adversely affected mission accomplishment or compromised flight safety. An examinee receiving an area grade of “U” normally requires additional training. When, in the judgment of the flight examiner, additional training will not constructively improve examinee’s performance, it is not required. In this case, the flight examiner must thoroughly debrief the examinee.

1.11.3. Boldface. Grade Boldface either “Q” or “U.”

1.11.4. Critical Areas. Critical areas require adequate accomplishment by the aircrew member in order to successfully achieve the mission objectives. If an aircrew member receives an unqualified grade in any critical area, the overall grade for the evaluation will also be unqualified. Critical areas are identified by “(Critical)” in the areas’ title and shading of the Q- block on AF Form 3862, **Flight Evaluation Worksheet** (example at [Attachment 2](#)).

**1.12. Unsatisfactory Performance.** NOTE: This paragraph is for reference only and duplicates information in AFI 11-202V2, allowing the evaluator a single-source instruction for critical phases of the evaluation. When a conflict occurs, use AFI 11-202V2.

1.12.1. Conduct a thorough pre-mission briefing and post-mission debriefing to the examinee and applicable aircrew members on all aspects of the evaluation.

1.12.2. Immediately correct breaches of flying safety or flight discipline. When an examinee jeopardizes safety of flight, the evaluator may assume the duties of that aircrew member. This does not mean the flight examiner must assume the examinee’s position any time unsatisfactory performance is observed.

1.12.3. Assign a qualification level of “Q-3” for unsatisfactory performance in any critical area/sub-area or if the flight examiner assumes the examinee’s duties.

1.12.4. Immediately notify the examinee’s squadron commander, operations officer or individual’s supervisor, and flight commander/chief, if available, when less than Q-1 performance is observed.

1.12.5. Unsatisfactory performance in a non-critical area/subarea will result in no higher than a qualification level “Q-2”.

1.12.6. Flight examiners observing unsatisfactory performance by a crewmember other than the examinee (including one in a different crew position) will comply with the requirements in AFI 11-202V2.

### **1.13. Conduct of Evaluations.**

1.13.1. Flight examiners will pre-brief the examinee on the conduct, purpose, requirements of the evaluation, and all applicable evaluation criteria. The examinee will be responsible for all required

mission planning relevant to their respective crew position. The flight examiner ensures sufficient time is coordinated to complete all required areas for the flight evaluation and mission accomplishment. Flight examiners will evaluate the examinee in each graded area/subarea.

1.13.1.1. Flight examiners will normally not evaluate personnel they have primarily trained, recommended for upgrade evaluation, or who render their effectiveness/performance reports.

1.13.2. Unless otherwise specified, flight examiners may conduct the evaluation in any crew position that will best enable the examiner to conduct a thorough evaluation, observe examinee's performance and allow for mission accomplishment. **EXCEPTION:** All initial aircraft evaluations and re-qualifications related to non-currency in excess of 3 years will be conducted in the Medical Crew Director (MCD) or Charge Medical Technician (CMT) position.

1.13.3. Note discrepancies and deviations from prescribed tolerances and performance criteria during the evaluation. Compare the examinee's performance with the tolerances provided in the grading criteria and assign an appropriate grade for each area.

1.13.3.1. An evaluation will not be changed to a training mission to avoid documenting standard performance, nor will a training mission be changed to an evaluation.

1.13.3.2. The judgment of the flight examiner, guidance provided in AFI 11-202V2, and this instruction will be the determining factors in assigning an overall grade. The flight examiner will thoroughly critique all aspects of the flight. During the critique, the flight examiner will review the examinee's overall rating, specific deviations, area/subarea grades assigned, and any additional training required.

1.13.3.3. In the event of unsatisfactory performance, the flight examiner will determine additional training requirements. Required additional training may be accomplished on the same flight after the evaluation is complete. When used, the examinee must be informed of when the additional training begins and ends.

1.13.3.4. When evaluations are graded less than Q-1 performance, the flight examiner will debrief the examinee and examinee's commander (supervisor). Notify the squadron commander/operations officer and flight commander/chief, if available. These debrief attendees will be listed on the AF Form 8 in the comments section.

1.13.3.5. Failure to Pass a Flight Evaluation for Multiple-Qualified AE Aircrew Members. A downgrade resulting from a Q-3 in qualification evaluation applies to all aircraft an AECM is maintaining qualification and aircraft certification trained status (the AECM will not fly unsupervised in any of these aircraft). Once qualification status is reinstated, existing qualifications and current aircraft certification trained status are also reinstated. A downgrade resulting from a Q-3 in mission evaluation applies only to the aircraft for which the evaluation was administered. Loss of aircraft certification trained status only applies to that specific aircraft, and does not affect aircraft in which an AECM is maintaining qualification status.

1.13.4. Rechecks will normally be administered by a flight examiner other than the one who administered the original evaluation.

**1.14. Use of AF Form 3862, Flight Evaluation Worksheet.** Units (normally OGV) will overprint AF Form 3862, using the example at [Attachment 2](#), to use as an evaluation worksheet. Copy each title, area number, and text (in the order illustrated), and shading to the appropriate blocks. Units may add special

interest items and/or local evaluation requirements. Units may add the EVALUATOR BRIEFING GUIDE. In-flight, use the worksheet to ensure all required areas are evaluated. Record positive and negative trend information and aircrew member's performance. File the worksheet or draft copy of the AF Form 8 in the aircrew member's flight evaluation folder (FEF) immediately after the flight evaluation as a temporary record of the evaluation results. Maintain until the finished AF Form 8 is added to the FEF, then discard.

### 1.15. Aircrew Testing.

1.15.1. An Open-Book Examination will be administered before initial flight evaluation and subsequently with periodic flight evaluations. The open-book examination will consist of 60-100 questions. The examination questions will come from a Secure Question Bank (SQB) created and managed by each OGV according to AFI 11-202V2. If the examinee is an instructor, then questions regarding these areas will be incorporated into that individual's periodic open-book examination. There is no requisite examination required for AECMs certified on an aircraft, but additional aircraft information from sources identified in AFI 11-202V2 will be incorporated into the SQB for the AECM's periodic open-book examination. AECMs will complete this open-book examination every 17-months in conjunction with their aircraft qualification evaluation.

1.15.1.1. AECMs Qualified/Aircraft Certification Trained in Multiple Aircraft. Open-book examinations will include questions relating to additional aircraft on which the examinee maintains qualification status and those aircraft an AECM has received, and maintains, aircraft certification trained status (if applicable). A minimum of five questions regarding each qualified and certified aircraft will be incorporated into periodic open book examination for AECMs that hold multiple aircraft qualification(s) and/or aircraft certification(s).

1.15.1.2. Instructor Open-Book (INIT INSTR Open-Book) will be given one time prior to initial instructor flight evaluation. AECM instructor open-book examinations will be developed from SQB per guidelines in AFI 11-202V2. The instructor open-book examination is requisite for all INIT and requalification (RQ) INSTR flight evaluations. INIT INSTR open-book examinations will have a minimum of 20 questions derived from AFMAN 36-2236, *Guidebook for Air Force Instructors*, AFI 11-2AEV1, AFI 11-2AEV3, (forthcoming) this AFI, and other applicable sources. These questions will be specific to instructor duties and scenario-based instructor questions. Document on the AF Form 8 as INIT INSTR Open-Book.

1.15.1.2.1. Subsequent (periodic) INSTR Examinations. A portion of instructor-qualified AECM open-book examinations will include a minimum of five instructor (scenario-based) questions. This eliminates the need to take both an open-book and a separate INSTR open-book examination. Document on the AF Form 8 as Open-Book.

1.15.2. Closed-Book Examinations are specific to the aircraft on which the individual is qualified. A closed-book examination will be administered prior to initial flight evaluation. A closed-book examination will be administered with each subsequent periodic flight evaluation. AECMs holding more than one qualification will complete a periodic written qualification examination for all aircraft on which they are maintaining qualification. There will be a Master Question File (MQF) for AECMs on the C-9, C-17, C-130, and C-141 aircraft. The 15/21 NAF will be responsible for creation, management, and distribution of the MQFs. The C-9 and C-130 MQFs are maintained by the 15 AF. The C-17 and C-141 MQFs are maintained by the 21 AF. Closed-book examinations will have a minimum of 20 questions.

1.15.3. Failure to Pass an Exam. AE aircrew who fail an open book or closed book written examination will fly in supervised status until a successful re-test is complete. For AE aircrew who maintain multiple qualifications, supervised status resulting from failure of a closed book examination applies only to the aircraft for which the examination was administered.

#### **1.16. Typical MDS Evaluation Profile(s).**

1.16.1. Units determine evaluation profiles, but as a minimum qualification evaluation will be conducted on missions where examinees can verbalize and/or perform all assigned duties.

1.16.2. Evaluations are normally done on operational missions; however, in AE units not having operational missions or with limited operational missions, evaluation may be taken on aeromedical readiness missions (ARM).

**1.17. Equivalent MDS/Model Aircraft.** Consider AECMs qualified/certified in one MDS as qualified/certified in all MDSs of the same design (e.g., C-141B and C-141C).

**1.18. Multiple Qualification(s).** Approval authority for multiple qualification is according to AFI 11-202V1, *Aircrew Training*, and the appropriate MAJCOM Supplement. For AECMs, approval authority for multiple qualification is MAJCOM/DOV. EXCEPTION: AFRC is HQ AFRC/SG and ANG is HQ ANG/SG.

1.18.1. Submit initial multiple qualification request and include; Name, grade, SSN, unit of assignment or attachment, current duty (AFSC), multiple qualification aircraft MDS, rationale, and estimated duration to approval authority.

1.18.2. Send an annual review and justification of multiple qualification through channels to the appropriate approval authority in paragraph 1.18. List multiple qualification (current) authorizations as of 31 December, with supporting rationale, to arrive no later than 15 January. AFRC units send review through channels to HQ AFRC SGMR/DOT. ANG units send review through channels to ANG SGX/DOT. NOTE: An individual assigned to different aircraft or series with identical design numbers is not considered multiple qualified (e.g., C-130E and C-130H).

**1.19. Formal Training Unit (FTU).** In-flight evaluations are the AF standard for validating aircrew evaluation criteria for all types of evaluations. Lead command (HQ AMC/DOV) will approve simulators that may supplement or replace in-flight evaluations (currently there are no HQ AMC approved simulators for AE). Approval for other than in-flight evaluations is HQ AMC/DOV.

## Chapter 2

### FLIGHT NURSE (FN)/AEROMEDICAL EVACUATION TECHNICIAN (AET) EVALUATIONS

**2.1. General.** This chapter standardizes initial, periodic, and requalification evaluations, including requirements for qualification, mission, and instructor evaluations.

#### **2.2. Qualification Evaluations.**

2.2.1. All initial, periodic, and requalification evaluations include all areas under GENERAL and QUALIFICATION.

2.2.2. The initial qualification evaluation is normally accomplished at a formal training unit (FTU). Until a FTU for AE is established, an initial (INIT) qualification evaluation will be accomplished at the unit level. Initial qualification and initial mission evaluations will be documented on the same AF Form 8, unless these evaluations are done at different times. Upon successful completion of the initial qualification evaluation and the initial mission evaluation, the first AF Form 8 will indicate crew position codes as "MH" (mission qualified flight nurse) or "MAM" (mission qualified aeromedical evacuation technician). If either or both of these flight evaluations is accomplished at the FTU, the individual will have basic mission capable (BMC) status only with crew position codes as "FH" (qualified flight nurse in basic weapon system) or "FAM" (qualified aeromedical evacuation technician in basic weapons system). When the individual receives all readiness training and further unit-specific training, they will then be identified as mission ready (MR). Expiration date for initial qualification evaluation will be based on successful completion of the qualification (QUAL) phase of the evaluation. For AECMs, the qualification evaluates the basic capabilities of AECMs to transport and care for patients in the airborne environment. AECMs can fly on any aircraft tasked/capable of supporting an AE mission, when appropriately qualified or certified on that weapon system.

2.2.3. Periodic flight evaluations will include both a qualification and mission evaluation. If both evaluations are successfully completed on the same flight, use a single line entry under flight phase indicating "QUAL/MSN" and date. Use separate line entries if more than one flight is necessary to complete the evaluation. Expiration date is based on earliest flight phase accomplished. All periodic evaluations include all areas under GENERAL, QUALIFICATION and MISSION.

#### **2.3. Mission Evaluations.**

2.3.1. All initial, periodic, and requalification mission evaluations include all areas under GENERAL and MISSION.

2.3.2. The initial mission evaluation is normally accomplished at a formal training unit (FTU) on the C-130 aircraft, in addition to the initial qualification. Until an FTU for AE is established, an Initial Qualification and Initial Mission (INIT QUAL/INIT MSN) may be combined at the unit level. Initial qualification and initial mission evaluations (INIT QUAL/INIT MSN) will be documented on the same AF Form 8, unless these evaluations are done at different times. Upon successful completion of the initial qualification evaluation and the initial mission evaluation, the first AF Form 8 will indicate crew position as "MH" or "MAM." If either or both of these flight evaluations are accomplished at the FTU, the individual will be in a BMC status.

2.3.2.1. For AECMs destined for a C-130 unit, to upgrade to mission ready (MR) status, an individual must receive further guidance in their unit mission, i.e., Theater Aeromedical Evacuation System (TAES), further chemical/biological warfare training, etc. Expiration date for initial qualification evaluation will be based on the completion of the QUAL phase of the evaluation.

2.3.2.2. For AECMs not destined for a C-130 unit, the MSN will be a subsequent evaluation (without new expiration date) in their unit's primary mission-directed aircraft. The AF Form 8 will be documented with crew position block indicating "MH" or "MAM." Expiration date for initial mission evaluation will be based on the completion of the QUAL phase of the evaluation.

2.3.3. When multiple qualifications are required and MAJCOM approved, flight nurses and aeromedical evacuation technicians will receive a QUAL/MSN in the first aircraft (may have been done on C-130 at FTU). Any subsequent aircraft qualifications that occur before the end of the 17-month cycle will be a MSN evaluation only. Each MSN evaluation on subsequent aircraft will establish a new MSN expiration date for that aircraft.

2.3.4. Periodic flight evaluations will include both a qualification and mission evaluation. If both evaluations are successfully completed on the same flight, use a single line entry under flight phase indicating "QUAL/MSN" and date. Use separate line entries if more than one flight is necessary to complete the evaluation. Document on the same AF Form 8 unless a less-than-qualified grade is awarded. Expiration date is based on earliest flight phase accomplished. NOTE: Periodic QUAL/MSN flight evaluations for multiple qualified individuals may be done in any aircraft in which qualification is being maintained. Subsequent aircraft for which multiple qualification is maintained and approved will only require a MSN evaluation every 17 months. The periodic flight evaluation requirement can also be satisfied with an INIT QUAL/INIT MSN accomplished on an approved multiple qualification aircraft.

**2.4. Instructor Evaluations.** AECMs selected to establish and maintain instructor status will be evaluated on their ability to instruct using criteria in all areas of INSTRUCTOR. Flight examiners will place particular emphasis on the examinee's ability to recognize student difficulties and provide timely, effective corrective action. Examinees should be prepared to demonstrate and/or explain performance of a procedure, operation of equipment, or a duty associated with their crew position.

2.4.1. Initial instructor evaluations will include instructing a qualified AECM of like specialty or instructing a new student in upgrade. Initial instructor evaluations include all areas under GENERAL and INSTRUCTOR. **NOTE:** Aircrew members desiring to realign the qualification evaluation during the initial instructor evaluation must "demonstrate" all areas in QUALIFICATION, and MISSION, and must complete all required written examinations.

2.4.2. Periodic instructor evaluations will be administered in conjunction with required qualification/mission evaluations and will include all areas under GENERAL, QUALIFICATION, MISSION, and INSTRUCTOR.

**2.5. Emergency Procedures Evaluations (EPE).** Evaluate an AECM's knowledge of emergency procedures and systems knowledge during the EPE portion of all qualification evaluations, with scenario based questions. Normally, use one continuous scenario throughout the EPE or different scenarios for each emergency procedure. EPE objectives must cover emergency procedures, and at a minimum, critical areas under QUAL and MSN. Nursing considerations may be covered during an EPE based on nursing interventions taken during/after an emergency. Evaluations that combine both the QUALIFICATION

and MISSION evaluation require a single EPE. EPEs should be accomplished before flight, if possible. Documentation of EPE, before flight or in-flight according to AFI 11-202V2. Annotate in mission description of the comment section of the AF Form 8 that the EPE was done in-flight. Examinees should be able to demonstrate an understanding of aircraft systems beyond the actual steps required for an emergency procedure.

2.5.1. The EPE should cover the following areas during a qualification evaluation: Cardiac arrest and emergency medical equipment.

2.5.2. The EPE should cover the following areas during a mission evaluation: Emergency signals; ground emergencies; in-flight emergencies; landing emergencies.

2.5.3. EPE areas previously graded qualified, "Q," do not need to be reevaluated during the flight phase of the mission, but will be, if observed.

## **2.6. Additional Information.**

2.6.1. Flight examiners will not conduct evaluations when scheduled as primary aircrew members.

2.6.2. Instructors and flight examiners receiving periodic evaluations may be evaluated in any crew position, but do not require an evaluation in all positions.

2.6.3. AECMs must be fully qualified on at least one of the following aircraft; the C-9A, C-17, C-130, or C-141 in order to perform duties as the medical crew director (MCD) or charge medical technician (CMT), unless supervised by an instructor. AECMs who are not qualified on one of these weapon systems or have not received aircraft certification training on the aircraft, in which they are performing crew duties, will not be used to satisfy minimum crew requirements for cabin coverage at en route stops unless supervised by an instructor.

2.6.4. AECMs departing permanent change-of-station (PCS) from one flying unit to another do not require an additional MSN evaluation if gaining unit's primary MDS is the same.

## **2.7. FN/AET Grading Criteria.**

## **2.8. GENERAL.**

### **Area 1, Directives and Publications.**

- Q** Possesses a high level of knowledge of all applicable aircraft and medical publications and procedures and understood how to apply both to enhance mission accomplishment. Publications were current and properly posted.
- Q-** Unsure of some directives but could locate information in appropriate publications. Publications were current but improperly posted.
- U** Unaware of established procedures and/or could not locate them in the appropriate publication in a timely manner. Publications were not current.

**Area 2, Mission Preparation/Planning.**

- Q Read and initialed for all items in FCIF. Completed/obtained all applicable forms. Complied with all local directives.
- Q- Same as above except for minor deviations or omissions which would not impair mission effectiveness. Did not fully comply with local directives.
- U FCIF was not reviewed or initialed. Failed to attend required briefings. Failed to obtain/complete all applicable forms, or made major errors or omissions. Did not obtain adequate mission information. Failed to comply with local directives, deviations could have jeopardized safety of crew, aircraft and/or patients.

**Area 3, Use of Checklists.**

- Q Procedures and checklist items required by flight manual and applicable directives were accomplished in a thorough and proficient manner. Checklist is current, available, and referred to when performing crew duties.
- Q- Procedures and checklist items required by flight manuals and applicable directives were accomplished with omission, deviation, or error, which detracted from the overall efficient conduct of the mission. Performance was the minimum acceptable. Limited use of checklist was temporarily noted.
- U Procedures or checklist items required by flight manual and applicable directives were accomplished with omissions, deviations, or errors, which did, or could adversely affect the successful accomplishment of the mission or task. Checklist not current and/or not utilized during phases of flight.

**Area 4, Safety Consciousness (Critical).**

- Q Aware of and complies with all safety factors required for safe aircraft operation and mission accomplishment. Demonstrates or explains safe procedures/practices around the aircraft, including refueling operations, vehicle movement, crash/rescue vehicle requirements, personal/patient safety, and cabin security. Momentary deviations in procedures and practices were corrected and did not impact safe aircraft operations.
- U Unaware of, or non-compliant with, any safety factors required for safe aircraft operation or mission accomplishment. Deviations could have jeopardized safety of crew, aircraft, patient, and/or caused degradation of equipment. Operates aircraft system or equipment in a dangerous manner.

**Area 5, Judgment/Compliance (Critical).**

- Q Completes mission in compliance with existing regulations and directives. Demonstrates knowledge of operating procedures and restrictions and where to find them in the correct publications.
- U Unaware of established procedures and/or could not locate them in the appropriate publication in a timely manner. Fails to comply with a procedure that could have jeopardized safety or mission success.

**Area 6, Crew Coordination/Crew Resource Management (CRM).** See AFI 11-290, *Cockpit/Crew Resource Management Training Program*, and AF Form 4031, *CRM Skills Criteria Training/Evaluation*, as a reference.

- Q Effectively coordinates with other aircrew members throughout the assigned mission. Demonstrates operational knowledge of other crewmembers' duties and responsibilities. Practices CRM skills developed during CRM and associated aircrew training program.
- Q- Crew coordination adequate to accomplish mission. Demonstrates limited knowledge of other crewmembers' duties and responsibilities. Displays an inability to practice CRM skills during normal operations that did not adversely affect the mission.
- U Poor crew coordination/management or unsatisfactory knowledge of other crewmembers' duties and responsibilities negatively affected mission accomplishment or safety of flight.

**Area 7, Communication Procedures (MCD/FN Only).**

- Q Complete knowledge of and compliance with correct communication procedures. Makes concise radio and interphone transmissions using proper terminology. Accomplishes required calls and acknowledges transmissions in a manner, which enhanced mission effectiveness.
- Q- Occasional deviations from procedures that required re-transmissions. Displays adequate communication procedures, but was slow or not concise in making transmissions. Transmissions contained erroneous or extraneous information, were not in proper sequence, or used non-standard terminology. Mission effectiveness was not jeopardized.
- U Incorrect procedures or poor performance caused confusion and jeopardized mission accomplishment. Omitted required transmissions or transmitted erroneous information.

**Area 8, Airmanship/Situational Awareness.**

- Q Executes the assigned mission in a timely, efficient manner. Demonstrates strict professional flight and crew discipline throughout all phases of flight. Conducts the flight with a sense of understanding and comprehension.
- Q- Untimely or inappropriate decisions degrade or prevent accomplishment of a portion of the mission. Resources were not always effectively used to the point that specific mission objectives were not achieved.
- U Decisions, or lack thereof, resulted in failure to accomplish the assigned mission. Failed to exhibit strict flight and crew discipline.

**Area 9, Personal/Professional Responsibilities and Equipment.**

- Q Has all required personal and professional equipment. Displayed satisfactory knowledge of the care and use of such equipment. Required equipment inspections were current. Displays knowledge of personal responsibilities.
- Q- Did not have all required personal/professional equipment. Lacks knowledge of personal responsibilities.
- U Did not have required personal/professional equipment essential for the mission. Unsatisfactory knowledge of the care and use of equipment. Required equipment inspections were overdue or equipment was unserviceable. Lack of knowledge of personal responsibilities may have jeopardized the ability to safely perform crew duties.

**Area 10, Aircraft Security.**

- Q Correctly demonstrates/verbalizes aircraft security and anti-hijacking procedures and applicable references.
- Q- Minor deviations/omissions in verbalizing or demonstrating security procedures. Has difficulty locating references.
- U Unaware of, or failed to comply with, aircraft security procedures required for safe aircraft operation or mission accomplishment. Deviations could have jeopardized safety of crew, aircraft, patient, and/or equipment.

## 2.9. QUALIFICATION.

### Area 11, Nursing Care Standards.

- Q Familiar with Standards of Care guidelines. Satisfactorily monitors patient conditions and medical status. Recognizes negative changes in patient condition/behavior, and intervenes effectively based on patient's diagnosis and applicable stresses of flight, and Occupational Safety and Health Agency (OSHA) guidelines for infection control.
- Q- Accomplishes required duties per applicable guidelines with minor errors, omissions, or deviations. Minor knowledge deficits of patient care standards based on patient's diagnosis, stresses of flight. Minor deviations did not impact patient's condition.
- U Unable to monitor patient's condition and medical status. Lacks knowledge of patient care standards, nursing interventions, and stresses of flight that, without correction, might cause injury/suffering to patient. Unaware of OSHA guidelines for infection control.

### Area 12, Plans/Implements Nursing Care.

- Q Receives/provides patient report. Has general knowledge/familiarization of patients on the mission to include patient classification and movement. Anticipates and plans/implements for special patient requirements based on diagnosis.
- Q- Displays some difficulty or made minor errors/omissions in planning/implementing for patient care on the mission. Minor errors or omissions in explaining or locating information regarding categories of patient movement and/or classification.
- U Lacks general knowledge or familiarization of patient needs on the mission. Did not anticipate and/or plan/implement for special patient requirements based on diagnosis. Unfamiliar with categories of patient movement and classification, and unable to locate reference.

### Area 13, Medical Emergency Response.

- Q Demonstrates/verbalizes responses to medical emergencies per applicable reference. Able to prepare equipment required for emergent care. Initiated plan for patient stabilization.
- Q- Demonstrates/verbalizes responses to medical emergencies per applicable reference. Minor deviations noted that would not lead to patient compromise or adversely affect patient safety.
- U Unable to correctly demonstrate/verbalize responses to medical emergencies per applicable reference. Actions might have led to patient compromise or adversely affected safety. Unable to correctly prepare equipment needed for emergent care.

### Area 14, Cardiac/Respiratory Arrest (Critical).

- Q Demonstrates/verbalizes responses to cardiac/respiratory arrest per applicable reference and established response plan. Initiated plan for patient stabilization.
- U Unable to correctly demonstrate/verbalize responses to cardiac/respiratory arrest per applicable reference and response plan. Actions might have led to patient compromise or adversely affected safety.

### Area 15, Hypoxia/Hyperventilation.

- Q Able to state/demonstrate appropriate treatment for hypoxia and hyperventilation for both crewmembers and patients.
- Q- Minor deviations noted in describing hypoxia/hyperventilation treatment or identifying symptoms of hypoxia and hyperventilation.
- U Unable to verbalize or demonstrate appropriate treatment for hypoxia and hyperventilation. Lack of knowledge may have jeopardized patient care or crewmember effectiveness.

**Area 16, Medication Management.**

- Q Demonstrates knowledge of medication procedures for management of drugs to include over-the-counter (OTC) medication, IV medications/drips, and controlled drugs as applicable. Demonstrated proper documentation procedures with associated medications.
- Q- Minor errors/omissions in performing or locating medication procedures and/or documenting, which may have detracted from quality patient care.
- U Major errors or omissions in drug management and/or documentation. Unfamiliar with appropriate references. Lacked knowledge that may have jeopardized patient care outcome.

**Area 17, AE Emergency Medical Equipment (Critical).**

- Q Without use of references, demonstrates the ability to assemble suction correctly in order to clear the airway, knows infant to adult parameters. Correctly assembles the Bag-Valve-Mask resuscitator and selects correct bag based on weight of individual and is able to deliver up to 100% oxygen. Must be able to correctly deliver oxygen to patient using flow meter, nasal cannula, and mask without use of references. Administers the correct amount of oxygen with use of references. Without use of reference, is able to correctly operate the cardiac monitor, including set up, application of leads; to include quick look capabilities and charge/discharge of paddles.
- U Major errors or demonstrates a lack of knowledge in locating and providing emergency equipment. Unable to properly operate medical equipment. Lacks knowledge, which may have adversely affected patient, equipment, or crewmember.

**Area 18, AE Medical Equipment.**

- Q Demonstrates the ability to preflight and operate medical equipment. With use of references, appropriately performed preflight check and securing procedures.
- Q- Minor errors/omissions in preflight and operations (with reference). Deviations may not adversely affect patient care or equipment effectiveness.
- U Demonstrates major errors in operations of medical equipment. Despite the use of references, unable to perform preflight check and securing procedures.

**Area 19, Forms and Documentation.**

- Q Possesses satisfactory knowledge of forms applicable to patient care needs and mission requirements. With use of references, completes all required mission forms accurately, legibly, and correctly documents patient interventions.
- Q- Displays some knowledge of applicable forms and/or had difficulty locating or accurately documenting patient intervention. Minor errors or omissions in completion of forms and documentation cause incomplete or inaccurate reporting of information.
- U Demonstrates a lack of knowledge of applicable forms and unable to locate or use completion guidelines. Forms are not completed or legible. Errors cause significant information to be omitted or incorrectly reported. Inaccurate paperwork lead to confusion or mission delays.

**Area 20, Special Mission Requirements.** Includes Port of Entry Requirements, Mission Delay, Enroute Diversion, Remain over Night (RON), and Unscheduled RON.

- Q Describes or demonstrates procedures required for special mission requirements. Able to locate information in references.
- Q- Minor errors or omissions in describing or demonstrating procedures required for special mission requirements, or had difficulty in locating reference procedures for special mission requirements.
- U Unfamiliar with procedures and references for special mission requirements.

## 2.10. MISSION.

**Area 21, Boldface Emergency Procedures (Critical).** Includes In-flight and Ground Emergencies.

Q Able to state or demonstrate the appropriate response.

U Unable to state or demonstrate the appropriate response.

**Area 22, Other Emergency Procedures.** Includes Emergency Signals, Landing, In-flight, and Ground Emergencies.

Q With use of checklist, able to state or demonstrate emergency procedures for the applicable crew position.

Q- Prompting required to initiate use of checklist. Accomplishes required duties with minor errors, omissions, or deviations that would not have jeopardized patient safety.

U With use of checklist, unable to state or demonstrate the correct emergency procedure.

**Area 23, Aircraft Emergency Equipment/Exits.** Includes Fire Extinguisher, EEBD, Smoke Mask and/or Quick Don Mask/Goggles, Oxygen Mask (Quick Don type if used), POK, EPOS, Exits, Chopping Areas, Crash Axe(s), Escape Ropes, Ladders, Slides, Emergency Lights, Life Preservers, Rafts.

Q Displays thorough knowledge of location and use of life support systems and equipment. Displays thorough knowledge of location and use of aircraft emergency equipment. Demonstrates and emphasizes the proper operating procedures used to operate aircraft egress devices.

Q- Displays limited knowledge of location and use of life support systems and equipment. Displays limited knowledge of location and use of aircraft emergency equipment. Unsure of the proper operating procedures used to operate some of the aircraft egress devices.

U Displays unsatisfactory knowledge of location and use of life support systems and equipment. Displays unsatisfactory knowledge of location and use of aircraft emergency equipment. Unable to properly operate aircraft egress devices.

**Area 24, Aircraft Systems.** Includes Oxygen, Electrical, Lighting, Communication, Galley/Latrine.

Q Demonstrates/explains a complete knowledge of aircraft systems operations/limitations and proper procedural use of systems.

Q- Demonstrates marginal knowledge of aircraft systems operations and limitations in some areas. Uses individual technique instead of established procedure and was unaware of the differences.

U Unsatisfactory systems knowledge, unable to demonstrate/explain the procedures for aircraft systems operations/limitations.

**Area 25, AE In-flight Kits/Supplies.**

Q Able to locate supplies. Familiar with contents of AE in-flight kits/supplies.

Q- Minor deviations in locating supplies. General knowledge deficits noted regarding familiarity with contents of AE in-flight kits/supplies.

U Unable to locate, and unfamiliar with, contents of AE in-flight kits/supplies.

**Area 26, Enplaning/Deplaning.**

Q Describes or demonstrates general knowledge of enplaning/deplaning operations per applicable guidelines and instructions, either in litter tiers or floor loading.

Q- Unfamiliar with some aspects of enplaning/deplaning operations.

U Unfamiliar with enplaning/deplaning operations and/or applicable guidelines and instructions.

**Area 27, Configurations.**

- Q Demonstrates/verbalizes safe configuration procedures per directives. Able to reference the various configurations per directive.
- Q- Minor deviations noted from proper configuration procedures. Unfamiliar with some aspects of aircraft configuration and/or has problems locating information.
- U Unable to correctly explain or demonstrate configuration procedures. Lacks knowledge regarding aircraft capabilities, and/or unable to locate applicable references.

**Area 28, Passenger Handling (C-9 Aircraft Only).**

- Q Demonstrates a thorough knowledge of required passenger handling, and normal/emergency procedures and equipment as outlined in applicable manuals. Passenger briefings were clear, concise, and accurate.
- Q- Demonstrates a limited knowledge of required passenger handling, and related normal/emergency procedures and equipment as outlined in applicable manuals. Minor errors or omissions were made in procedures which did/could detract from the overall efficient conduct of the mission or the comfort and control of the passenger. Passenger briefing was accomplished with minor omission or errors.
- U Demonstrates an unsatisfactory knowledge of required passenger handling or related normal/emergency procedures and equipment as outlined in applicable manuals. Procedures were not complied with which jeopardized passenger safety or control. Passenger briefing was unclear and/or ineffective.

**2.11. INSTRUCTOR.****Area 29, Instructor Ability (Critical).**

- Q Demonstrated the ability to communicate effectively. Provided appropriate guidance when necessary. Planned ahead and made timely decisions. Identified and corrected potentially unsafe maneuvers/situations.
- U Unable to effectively communicate or provide timely feedback to the student. Gave instruction that was unsafe or contradicted published directives. Did not provide corrective action when necessary. Did not plan ahead or anticipate student problems. Did not identify unsafe maneuvers/situations in a timely manner. Made no attempt to instruct.

**Area 30, Instructor Demonstration (Critical).**

- Q Effectively demonstrated correct procedures, systems operation, and techniques. Thorough knowledge of applicable aircraft systems, procedures, publications, and directives.
- U Ineffective or incorrect demonstration of procedures, systems operation, or techniques. Insufficient depth of knowledge about applicable aircraft systems, procedures, and/or proper source material.

**Area 31, Student Briefing/Critique (Critical).**

- Q Briefings were well organized, accurate, and thorough. Reviewed student's present level of training and defined mission events to be performed. During the critique, demonstrated an effective ability to reconstruct the flight, offer mission analysis, and provide guidance, where appropriate. Training grade reflected the actual performance of the student relative to the standard. Pre-briefed the student's next mission, if required.
- U Briefings were marginal or non-existent. Did not review students past performance. Failed to adequately critique student or analyze the mission. Training grade did not reflect actual performance of student. Overlooked or omitted major discrepancies. Incomplete pre-briefing of student's next mission, if required.

**2.12. UNIT.** Units will include MAJCOM-specific and local evaluation areas in **Chapter 3**. Include the evaluation areas on AF Form 3862, see paragraph **1.14**.

## Chapter 3

### LOCAL PROCEDURES

**3.1. General.** Use this chapter to define local evaluation criteria, as required.

**3.2. (Added-POPE) Purpose.** The 43d Operations Group Aircrew Standardization/Evaluation (43 OG/OGV) program supports Air Force objectives and implements Air Mobility Command responsibilities outlined in AFI 11-202V2\_AMCSUP1\_INT, *Aircrew Standardization/Evaluation Program*, and AFI 11-2AEV2, *Aeromedical Evacuation Aircrew Evaluation Criteria*. Evaluators should use this supplement in conjunction with AFI 11-2AEV2, AFI 11-202V2\_AMCSUP1\_INT, and 43 OG/OGV Operations Processes.

**3.3. (Added-POPE) Applicability.** These procedures apply to all 43 AW Aeromedical Evacuation Technician (AET) and Flight Nurse (FN) personnel, assigned/attached, who participate in flying activities.

**3.4. (Added-POPE) Recommended Changes/Waivers.** Submit recommended changes on an AF IMT 847, **Recommendation for Change of Publication**, in accordance with (IAW) this chapter and 43 OG/OGV Operations Process (OP) 7.1 through your squadron standardization/evaluation office to 43 OG/OGV. Request waivers from 43d Operations Group Commander (43 OG/CC) through 43 OG/OGV. Refer to OP 12.0 for specific instructions on procedures for waiver requests.

**3.5. (Added-POPE) Control of Evaluations.**

3.5.1. (Added-POPE) Completion and processing of AF IMTs 8, **Certificate of Aircrew Qualification**. Complete AF IMTs 8, IAW AFI 11-202V2\_AMCSUP1\_INT, and 43 OG/OGV Operation Process 4.1.

3.5.2. (Added-POPE) Documentation. Squadron flight examiners will document and monitor evaluation completion utilizing the evaluation control log. The AF Form 3862, **Flight Evaluation** overprint (**Attachment 1**) or a draft AF IMT 8 will be used as the temporary certificate of aircrew qualification. The flight evaluator will sign and date the AF Form 3862 or AF IMT 8 and file it in the examinee's flight evaluation folder (FEF) immediately after the evaluation. Documentation will be in accordance with AFI 11-202V2\_AMCSUP1\_INT and AFI 11-2AEV2.

3.5.3. (Added-POPE) Additional Training. The Chief, 43d AES Standardization and Evaluation section (SGV) will establish written procedures in 43 AES/SGV OP 3.0 to track additional training and to ensure training is accomplished by the due date. If additional training is not completed by the due date, forward individual training folder (if applicable), the FEF, a letter explaining the reason for not completing training or recheck, and waiver request, through 43 OG/OGV to 43 OG/CC. 43 OG/OGV will brief the 43 OG/CC for waiver approval.

3.5.4. (Added-POPE) Evaluation Pyramid. Group, squadron, and attached AECMs will be evaluated IAW AFI 11-202V2 AMCSUP1\_INT, Chapter 9/PAFB Sup 1.

**3.6. (Added-POPE) Evaluation Profiles.** The following 43 AW guidance is provided as recommended profiles for flight evaluations.

3.6.1. (Added-POPE) General Evaluation Requirements.

- 3.6.1.1. (Added-POPE) All FN initial and requalification (not related to non-currency in excess on 3 years) evaluations will be conducted in the Medical Crew Director crew position. All AET initial and re-qualification (not related to non-currency in excess on 3 years) evaluations will be conducted in the Charge Medical Technician crew position. FN and AET recurring evaluations may be conducted in any crew position of like specialty.
- 3.6.1.2. (Added-POPE) Evaluators will pre-brief examinees on the conduct, purpose, requirements and all applicable evaluation criteria following the 43 AES evaluation briefing guide. The examinee is expected to plan for the EPE and flight evaluation IAW AFI 11-2AEV2.
- 3.6.1.3. (Added-POPE) All applicable items on the AF Form 3862 will be evaluated following the guidance in AFI 11-2AEV2. At a minimum, Nursing Care Standards, Aircraft Safety, and Crew Resource Management areas must be evaluated during flight.
- 3.6.1.4. (Added-POPE) Examinees should be able to demonstrate an understanding beyond actual procedural steps of aircraft/medical emergency procedures, use of emergency equipment, and aircraft systems relating to aeromedical evacuation.
- 3.6.1.5. (Added-POPE) Examinees will state/perform boldface procedures from memory during all phases of the evaluation.
- 3.6.1.6. (Added-POPE) HQ AMC/A37V and 43 OG special interest areas/items will be incorporated, emphasized, and/or demonstrated during all evaluations.
- 3.6.1.7. (Added-POPE) The evaluator will check the examinee's publications and directives for currency. This publications check will not satisfy the requirements for the annual publications check.
- 3.6.1.8. (Added-POPE) The evaluation may be conducted on either an Aeromedical Readiness Mission (ARM) or an operational mission. These missions should be at least two flying hours in length.
- 3.6.1.9. (Added-POPE) Commander, operations officer, and supervisors are encouraged to attend debriefings. Annotate supervisory attendance on the AF IMT 8.
- 3.6.1.10. (Added-POPE) The flight examiner or Chief, SGV will debrief the Commander on any Emergency Procedure Evaluations (EPE) or flight evaluations graded less than Q-1, with required actions to correct deficiencies (i.e. additional training, ground recheck) as soon as possible. Report flight evaluations graded Q-3 to the appropriate OG/OGV representative NLT the end of the next duty day with a copy of the draft AF IMT 8 detailing sub areas graded Q-/U with the flight examiner's comments and recommendations.
- 3.6.2. (Added-POPE) Specific Evaluation Requirements.
- 3.6.2.1. (Added-POPE) QUAL and MSN Evaluations.
- 3.6.2.1.1. (Added-POPE) When practical, Qualification (QUAL) and Mission (MSN) evaluations will be conducted to ensure alignment of QUAL/MSN expiration dates.
- 3.6.2.1.2. (Added-POPE) Evaluations that combine both the QUALIFICATION and MISSION evaluations require a single EPE.
- 3.6.3. (Added-POPE) Instructor Evaluations.

3.6.3.1. (Added-POPE) Initial instructor evaluations should be conducted instructing a new student of similar specialty in upgrade. The instructor's ability to critique, debrief, and instruct will all be evaluated.

3.6.3.2. (Added-POPE) During recurring instructor evaluations, as a minimum, the examinee will instruct the operation of at least one piece of medical equipment, demonstrate or explain a nursing or emergency procedure, with the evaluator or another crewmember as the student.

3.6.4. (Added-POPE) No-Notice Evaluations.

3.6.4.1. (Added-POPE) AFI 11-202V2, Chapter 9/PAFB Sup 1 and 43 OG OP 6.0 provides no-notice program guidance. The no-notice evaluation program provides unit commanders a sampling of daily aircrew performance and an assessment of unit training effectiveness.

3.6.4.2. (Added-POPE) Newly upgraded aircrew members will be considered for a no-notice evaluation four to six months following their initial upgrade evaluation.

3.6.5. (Added-POPE) Emergency Procedures Evaluation (EPE) Evaluations.

3.6.5.1. (Added-POPE) Flight evaluators will conduct EPE evaluations orally and are to be scenario driven. Normally, the EPE should be accomplished prior to flight, but not immediately before the scheduled flight evaluation. If the EPE is conducted in-flight, document it on the AF IMT 8 in the examiner's remarks section. Flight evaluators will use the 43 AES EPE guide to conduct EPE evaluations. EPEs are normally conducted in the EPE/testing room of the 43 AES. The squadron EPE room will have all necessary equipment to conduct a thorough EPE evaluation. The use of a static aircraft is available to conduct hands-on demonstration of aircraft systems such as preflight of the diluter demand regulator and opening emergency exits.

3.6.5.2. (Added-POPE) The following areas shall be evaluated on all QUAL/MSN EPEs:

3.6.5.2.1. (Added-POPE) Area 14. Cardiac/Respiratory Arrest. Examinee will demonstrate/explain appropriate response(s) during a cardiac/respiratory emergency scenario.

3.6.5.2.2. (Added-POPE) Area 17. AE Emergency Medical Equipment. Examinee will provide a hands-on demonstration in setting up suction device, handheld resuscitator/oral airway, oxygen delivery equipment, and use of cardiac equipment during a cardiac/respiratory emergency scenario.

3.6.5.2.3. (Added-POPE) Area 21. Boldface Emergency Procedures. Boldface procedures will be stated from memory during the EPE scenario.

3.6.5.2.4. (Added-POPE) Area 22. Other Emergency Procedures. Examinees are encouraged to use their abbreviated checklists during the emergency signals, landing, in-flight, and ground emergencies section of the EPE scenario. In addition, an awareness of every medical crewmembers roles/responsibilities during emergencies should be included in the scenario.

3.6.5.2.5. (Added-POPE) Area 23. Aircraft Emergency Equipment/Exits. Hands-on evaluation with Emergency Passenger Oxygen System (EPOS)/Passenger Oxygen Kit (POK), Emergency Escape Breathing Device (EEBD) and life preservers should be covered during the EPE. Examinee's knowledge in this area will be evaluated utilizing the EPE scenarios.

3.6.5.2.6. (Added-POPE) Area 24. Aircraft Systems. Oxygen, electrical, lighting, communication, and galley/latrine examinee's aircraft systems knowledge will be evaluated utilizing the EPE scenario.

3.6.5.2.7. (Added-POPE) Other Graded Areas. Due to the scenarios, EPE evaluations may cover areas on the AF Form 3862 that are not listed in paragraph **3.6.5.2. (Added)** Areas previously graded qualified, "Q" do not need to be reevaluated during the flight phase of the evaluation, but will be if observed.

3.6.5.2.8. (Added-POPE) An examinee given a grade of Q-3 during an EPE will require a recheck. Document EPE failure in accordance with AFI 11-202V2.

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**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 10-9, *Lead Operating Command Weapon Systems Management*

AFPD 11-2, *Aircraft Rules and Procedures*

AFPD 10-21, *Air Mobility Lead Command Roles and Responsibilities*

AFI 11-202V1, *Aircrew Training*

AFI 11-202V2, *Aircrew Standardization/Evaluation Program*

AFI 11-202V3, *General Flight Rules*

AFI 11-215, *Flight Manual Procedures*

AFI 11-290, *Cockpit/Crew Resource Management Training Program*

AFI 11-401, *Flight Management*

AFI 11-2AEV1, *Aeromedical Evacuation Aircrew Training*

AFI 48-123, *Medical Examinations and Standards*

AFMAN 36-2236, *Guidebook for Air Force Instructors*

AFMAN 37-139, *Records Disposition Schedule*

***Abbreviations and Acronyms***

**AC**—Aircraft Commander

**AE**—Aeromedical Evacuation

**AECM**—Aeromedical Evacuation Crew Member

**AET**—Aeromedical Evacuation Technician

**CMT**—Charge Medical Technician

**FN**—Flight Nurse

**MCD**—Medical Crew Director

**RON**—Remain over Night

***Terms***

**Aeromedical Evacuation.**—The movement of patients under medical supervision to and between medical treatment facilities by air transportation.

**Aeromedical Evacuation Crew Member.**—Qualified flight nurses, AE technicians, and unqualified student trainees performing AE duties under the direct supervision of a qualified instructor or flight examiner.

**Aeromedical Evacuation Technician.**—An enlisted medical corps technician who has completed a

recognized course of study in aerospace nursing and has current aeronautical orders in that Air Force Specialty Code (AFSC).

**Charge Medical Technician.**—A qualified AET who supervises other AETs in aircrew positions on an AE mission.

**FAM.**—A code utilized in AFORMS representing an aeromedical evacuation technician qualified in a basic weapon system according to AFI 11-401, *Flight Management*.

**FH.** —A code utilized in AFORMS representing a flight nurse qualified in a basic weapon system according to AFI 11-401, *Flight Management*.

**Flight Nurse.**—A nurse corps officer who has completed a recognized course of study in aerospace nursing and has current aeronautical orders in that AFSC.

**MAM.**—A code utilized in AFORMS representing a mission qualified aeromedical evacuation technician according to AFI 11-401, *Flight Management*.

**Medical Crew Director.**—A qualified flight nurse who supervises patients, manages AECMs, and has overall responsibility during AE missions.

**MH.**—A code utilized in AFORMS to represent a mission qualified flight nurse according to AFI 11-401, *Flight Management*.





Attachment 3 (Added-POPE)

AF FORM 3862, 43 OG/OGV OVERPRINT, FLIGHT NURSE/AEROMEDICAL EVACUATION TECHNICIAN (COVER)

AREA/SUBAREAS	Q	Q	U	T	REMARKS
<p><b>EVALUATOR BRIEFING GUIDE</b></p> <p>1. Itinerary: _____ to _____ with _____ enroute stops.</p> <p>2. Crew Position: _____ 3. Patient Load _____ - _____ + _____</p> <p>3. Debrief Attendees _____</p> <p>4. INSTR/Candidate instructed _____</p> <p>5. Notes: _____</p>					
<p><b>TREND ANALYSIS GUIDANCE (Note: T column is for Trend Information)</b> Grade each area using the following guidelines:</p> <p>A = Q awarded and the evaluator makes a positive comment during the post mission critique.                      B = Q awarded and no other comment is warranted.                      C = Q or Q- awarded and the evaluator makes negative comment during the post mission critique.                      D = U action taken.</p>					

FN/AET FLIGHT EVALUATION						DATE COMPLETED
NAME (Last, First, MI)			GRADE	SSN		
ORGANIZATION/LOCATION			ACFT/CREW POS	ELIGIBILITY PERIOD		
QUALIFICATION						
GROUND PHASE				FLIGHT PHASE		
EXAM/CHK	DATE	GRADE	MISSION/CHECK		DATE	
QUALIFICATION LEVEL				ADDITIONAL TRAINING		
QUALIFIED	UNQUALIFIED	RESTRICTION (Explain in Comments)		DUE DATE		
		YES <input type="checkbox"/>		DATE ADDITIONAL TRAINING COMPLETED		
EXPIRATION DATE OF QUALIFICATION		NO <input type="checkbox"/>				
COMMENTS						
CERTIFICATION						
PRINT NAME AND GRADE				ORGANIZATION		
1. FLIGHT EXAMINER						
2. REVIEWING OFFICER						
3. FINAL APPROVING OFFICER						

REPLACES AF FORM 3862, SEP 98 AND (AMC) MC FORMS ED. 51, 52, 63, AND 54, JAN 96 WHICH ARE OBSOLETE.

Attachment 4 (Added-POPE)

AF FORM 3862, 43 OG/OGV OVERPRINT, FLIGHT NURSE/AEROMEDICAL EVACUATION TECHNICIAN (INSIDE)

AREA/SUBAREAS	Q	Q	U	T	REMARKS	AREA/SUBAREAS	Q	Q	U	T	REMARKS
<b>GENERAL</b>	n	n	n	X							
1. Directives and Publications											
2. Mission Preparation/Planning											
3. Use of Checklists											
4. Safety Consciousness		n									
5. Judgment/Compliance		n									
6. Crew Coordination/CRM											
7. Comm. Procedures (MCD/FN)											
8. Airmanship/Situational Awareness											
9. Personal/Prof. Responsibility/Equip.											
10. Aircraft Security											
<b>QUALIFICATION</b>	n	n	n	X							
11. Nursing Care Standards											
12. Plans/Implements Nursing Care											
13. Medical Emergency Response											
14. <i>Cardiac/Respiratory Arrest</i>		n									
15. Hypoxia/Hyperventilation											
16. Medication Management											
17. <i>AE Emergency Medical Equipment</i>		n									
18. AE Medical Equipment											
19. Forms and Documentation											
20. Special Mission Requirements											
<b>MISSION</b>	n	n	n	X							
21. <i>Bolt/face Emergency Procedures</i>		n									
22. <i>Other Emergency Procedures</i>		n									
23. <i>Aircraft Emergency Equip./Exi</i>											
24. <i>Aircraft Systems</i>											
25. AE In-flight Kits/Supplies											
26. Enplaning/Deplaning											
27. Configurations											
28. Passenger Handling (C-9 only)											
<b>INSTRUCTOR</b>	n	n	n	X							
29. Instructor Ability		n									
30. Instructor Demonstration		n									
31. Student Briefing/Critique		n									