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**AEROMEDICAL EVACUATION AIRCREW
EVALUATION CRITERIA**

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This instruction implements Air Force Policy Directive (AFPD) 11-2, *Aircraft Rules and Procedures*. It establishes criteria for the evaluation of aeromedical evacuation crew members (AECM) performance on C-17, C-130, and KC-135 aircraft to safely and successfully accomplish their worldwide mobility missions. The C-21 is included in the qualification process when applicable to the unit's mission. This AFI applies to all Air Force personnel conducting Aeromedical Evacuation (AE) missions including Air Force Reserve Command (AFRC) and Air National Guard (ANG) units. It is 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.

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(459ARW) This supplement implements and extends the guidance of Air Force Instruction (AFI) 11-2AE-Volume 2, *Aeromedical Evacuation Aircrew Evaluation Criteria*. 18 September 2008. It provides guidance on conduct of EPE’s and management of prerequisites. This supplement applies to all members of the 459 Aeromedical Evacuation Squadron (AES). Refer recommended changes and questions about this publication to the office of primary responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through major command (MAJCOM) publications/forms manager. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at Air Force Records Information Management System (AFRIMS) at Air Force (AF) Portal: <https://my.af.mil/afirms/afirms/afirms/rims.cfm>.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include: guidance for adding C-21 to an Aeromedical Evacuation Crew Member (AECM) that is already universally qualified (paragraph 1.1.2), C-141 is removed from guidance, text added to clarify instructor evaluation requirements (paragraph 1.9.2), changed Emergency Procedures Evaluation (EPE) requirements (paragraph 1.9.5.3), added minimum requirements for areas to grade in flight (paragraph 1.10.1), defines crew position for flight evaluations (paragraph 1.12.2), and changes to all grading criteria (paragraph 2.6 thru 2.10).

(459ARW) This document is substantially revised and must be completely reviewed. **Major changes include:** guidance for the conduct of Emergency Procedures.

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Chapter 1

GENERAL INFORMATION

1.1. General. This instruction provides flight examiners and aircrews with procedures and evaluation criteria/tolerances to be used during flight evaluations according to AFI 11-202 Volume 2, *Aircrew Standardization/Evaluation Program*. Specific areas for evaluation are prescribed to ensure an accurate assessment of the proficiency and capabilities of aircrews. Flight examiners use this AFI when conducting aircrew evaluations. Instructors use this AFI when preparing aircrews for qualification. AMC is designated lead command for aeromedical evacuation issues according to AFPD 10-21, *Air Mobility Lead Command Roles and Responsibilities*. HQ AMC/A3V is designated OPR for this instruction.

1.1.1. Evaluators will use this AFI to conduct AECM evaluations to gain “Universal Qualification.” The qualification process will ensure AECMs are qualified to fly/log time while performing in-flight duties on the C-17, C-130, and KC-135. The C-21 is included in the qualification process when applicable to the unit’s mission. All AECM evaluations will be documented on an AF Form 8.

1.1.1.1. **(Added-459ARW)** General. This instruction provides flight examiners with supplemental procedures to conduct qualification evaluations and standardize these throughout the squadron.

1.1.2. Universal Qualified AECMs who permanent change of station (PCS) from a flying unit with no C-21 mission to a unit with a C-21 mission; the gaining unit will conduct training IAW AFI 11-2AE Volume 1, *AE Aircrew Training*, and administer an open-book and closed-book test IAW paragraph 1.15. A flight evaluation is not required. Universal Qualified AECMs who are deploying to a unit with a C-21 mission; the home unit will conduct training IAW AFI 11-2AE Volume 1, *AE Aircrew Training*, and administer an open-book and closed-book test IAW paragraph 1.15 prior to deployment. A flight evaluation is not required.

1.1.2.1. Completion of the AF Form 8, *Certificate of Aircrew Qualification*, will not reset the AECM’s expiration date of qualification. The expiration date for the AF Form 8 will reflect the AECM’s current expiration date from last Qualification/Mission (QUAL/MSN) evaluation. The AF Form 8 will be entered on the AF IMT 942, *Record of Evaluation*. Enter “MSN” as type of evaluation on the AF IMT 942. Update the AECM(s) aircraft assignment aeronautical order.

1.1.2.2. Completion of the AF Form 8 will be IAW **Attachment 3** of this instruction. AECMs will not perform aircrew duties on a C-21 mission until these requisites have been met.

1.1.3. Examinee will receive a flight evaluation on one of the following aircraft: C-17, C-130, or KC-135. The initial evaluation, not to include initial instructor, should be completed on the AECMs unit assigned MDS. Prior to the flight evaluation, training requirements for all MDS listed in paragraph 1.1.1 will be completed IAW AFI 11-2AE V1, *Aeromedical Evacuation Aircrew Training*.

1.1.4. Opportune AE platforms are aircraft other than the C-17, C-130, KC-135, and C-21. See AFI 11-2AE V1 for training requirements.

1.2. Applicability. This AFI is applicable to all AECMs 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.

1.2.1. (**Added-459ARW**) Applicability. Procedures and directives contained in this section are mandatory for 459 AES assigned and attached aircrew members. If any portion of this becomes inconsistent with higher headquarters publications, Standardization and Evaluation will resolve the inconsistencies through the NAF or MAJCOM. Waivers to these procedures will be requested through 459 OG/CC.

1.3. Key Words and Definitions.

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., 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. MAJCOM standardization/evaluation will notify lead command for follow-on action, if necessary.

1.4.1. Waiver authority for this AFI is MAJCOM/A3 IAW AFI 11-202, Volume 2. IAW AFI 11-202V2, AF/A3O-A is the waiver authority for the USAF aircrew standardization and evaluation programs. Report deviations or exceptions, without waivers, through normal command channels to the parent MAJCOM Stan/Eval. MAJCOM Stan/Eval will notify lead command for follow-on action, if necessary.

1.4.2. MAJCOM/A3s forward a copy of approved long-term waivers to this AFI to lead command for follow-on action, if required.

1.5. Supplements. MAJCOMs and units will supplement this instruction to clarify policies, procedures, and unique mission requirements. Comply with AFI 33-360, *Publications and Forms Management*, guidance regarding publication supplements. Comply with AFD 11-2, *Aircraft Rules and Procedures*, for supplement coordination.

1.5.1. MAJCOM and unit supplements will not be less restrictive than this instruction.

1.5.2. MAJCOM Supplements. Forward MAJCOM/A3-approved supplements, with attached AF Form 673, *Air Force Publication/Form Action Request*, to lead command (HQ AMC/A3) for review. HQ AMC/A3 will provide a recommendation and forward to AF/A3O-AT for approval (according to AFD 11-2,). Use the following OPR’s address: HQ

AMC/A3V, 402 Scott Dr., Unit U3A1, Scott AFB IL, 62225-5302. Electronic copies may be sent via e-mail to HQ AMC/A3V's AE branch organizational box at: HQ AMC/A3VM. When supplements are published, notify or send a final copy to AF/A3O-AT and lead command (HQ AMC/A3V).

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

1.5.2.2. Air Force Reserve Command (AFRC)/Air National Guard (ANG) will coordinate command supplements with HQ AMC/A3V prior to publication/revision.

1.5.2.3. Unit Supplements. All units will coordinate their supplement with HQ AMC/A3V prior to publication. AFRC/NGB units will coordinate supplements to this AFI through NAF and MAJCOM/A3V branches for review prior to submitting to HQ AMC/A3VM. All units will send one copy of their supplement, within 30 days of posting, to the parent MAJCOM Standardization/Evaluation OPR (HQ AMC/A3V for AMC, ANG, and AFRC units).

1.6. Requisition and Distribution Procedures. Unit commanders may provide copies to aircrew members and associated support personnel.

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/A3V, 402 Scott Drive Unit 3A1, Scott AFB IL, 62225-5302 according to AFI 11-215, USAF *Flight Manuals Program (FMP)*, and MAJCOM Supplement.

1.8. Evaluations. This instruction establishes standardized qualification/mission and instructor evaluation criteria. It also establishes the areas and sub-areas necessary for the successful completion of evaluations, and which required areas/sub areas will be considered critical or non-critical. Aircrew evaluations consist of two structured phases, ground and flight. Each phase requires the completion of requisite tasks. The ground phase, when required, includes a series of examinations and evaluation of aircrew performance in a controlled environment. The flight phase includes AECM performance during an aeromedical readiness mission (ARM) or an operational mission.

1.8.1. **(Added-459ARW) Ground Phase.** The ground phase, when required consists of the open and closed book testing, boldface testing and Emergency Procedures Evaluations (EPE). Emergency Procedures Evaluation (EPE) will be coordinated by the member through Standardization and Evaluation and must be completed before Standardization and Evaluation will schedule the member's flight portion of their evaluation. Any squadron evaluator of like specialty may conduct the EPE but this must be scheduled through the Standardization and Evaluation office to ensure documentation is available.

1.8.2. **(Added-459ARW) Testing.** Member will complete requisite testing prior to evaluation. Member should complete exams prior to the day of flight; exceptions will be on a case by case basis and only with the approval of OGV staff.

1.9. Evaluation Requirements. Accomplish all flight evaluations IAW this instruction. Evaluations may be accomplished on operational missions or ARM. Complete the following evaluations at 17-month intervals according to AFI 11-202 V2.

1.9.1. Qualification (QUAL)/Mission (MSN) Evaluation. All AECMs will successfully complete a combined periodic QUAL/MSN evaluation. The flight phase will evaluate aircrew performance and the application of aircrew operating instructions. The ground phase includes the following requisites: open-book and closed-book examinations, Boldface examination, and an Emergency Procedures Evaluation (EPE).

1.9.1.1. The QUAL portion of the evaluation is designed to ensure AECMs are trained to perform and accomplish aircrew duties related to caring for the ill and injured in a safe manner. In addition AECMs will demonstrate knowledge of Air Force Instructions and Flight Manuals.

1.9.1.2. The MSN portion of the evaluation is designed to ensure AECMs are knowledgeable in the aircraft. As a minimum, MSN evaluations will ensure an AECM is trained to perform their aircrew duties in a safe manner, knowledgeable regarding flight manuals, and can accomplish their assigned duties.

1.9.1.3. In addition, the MSN portion of the evaluation will ensure AECMs are knowledgeable on the following areas for the platforms outlined in paragraph 1.1.1.

1.9.1.3.1. Oxygen and electrical systems.

1.9.1.3.2. Configuration.

1.9.1.4. Failure to Pass a Flight Evaluation. A downgrade resulting from a Q-3 in QUAL/MSN evaluation applies to all MDS outlined in paragraph 1.1.1. AECMs will fly supervised in all aircraft until qualification status is reinstated.

1.9.1.4.1. If failure to pass a flight evaluation is related to the QUAL portion of the evaluation, the recheck may be conducted on any aircraft listed in 1.1.1.

1.9.1.4.2. If failure to pass a flight evaluation is related to the MSN portion of the evaluation in which the flight evaluation is accomplished, a successful flight or ground recheck will be accomplished on that aircraft.

1.9.1.4.3. If failure to pass a flight evaluation is specifically related to MSN Areas 23 and 25 and not related to the aircraft in which the flight evaluation is accomplished, the recheck may be accomplished by ground recheck.

1.9.1.4.3.1. **(Added-459ARW) Ground Recheck.** If failure is for MSN areas 23-25 this may be cleared through a ground re-check. Schedule ground rechecks through the Standardization and Evaluation office. Identify on AF Form 3862 only those areas to be evaluated on the ground recheck. The evaluator will sign on the front of the AF Form 3862 after completion.

1.9.2. Instructor (INSTR) Evaluations. To initially qualify as an instructor, the AECM will successfully complete the initial instructor upgrade program IAW AFI 11-2AE V1 and initial instructor (INIT INSTR) evaluation. Subsequently, aircrew members designated as instructors will be evaluated on their ability to instruct during all periodic evaluations. Crewmembers will not use their initial instructor evaluation to satisfy the requirements of a periodic evaluation.

1.9.3. SPOT Evaluations. IAW AFI 11-202V2. In addition, SPOT evaluations for Universal Qualified AECMs may be conducted on the C-17, C-130 or KC-135.

1.9.4. Aircrew Qualification Evaluation Prefixes. The following prefixes will be used, if applicable, to further describe evaluations:

1.9.4.1. Initial (INIT). The first evaluation of any type for a crew position or instructor qualification. INIT QUAL/MSN evaluations should be conducted on the unit assigned aircraft.

1.9.4.2. Re-qualification (RQ). Use the prefix RQ (e.g., RQ QUAL/MSN, RQ INSTR) IAW AFI 11-202V2.

1.9.4.3. No-Notice (N/N). (See AFI 11-202V2.) The C-21 may be used to satisfy the N/N requirements for units with a C-21 mission. Any N/N evaluation given on a C-21 will not be converted to a QUAL/MSN.

1.9.5. Emergency Procedures Evaluations (EPE). Use AFI 11-202V2 and the following: Evaluate an aircrew member's knowledge of aircraft emergency procedures, emergency medical procedures and medical equipment emergency functions for all initial, re-qualification, and periodic QUAL/MSN evaluations (see paragraph 2.4).

1.9.5.1. Group Standardization and Evaluation office (OG/OGV) will develop and maintain a list of EPE program requirements (topics, special interest, etc.). OG/OGV will also develop an EPE guide detailing the evaluation areas and conduct of the EPE. EPEs will emphasize emergency procedures and systems knowledge. Examiners may use one continuous scenario throughout the EPE, or use different scenarios as required to ensure appropriate areas are evaluated.

1.9.5.1.1. **(Added-459ARW) Group Standardization and Evaluation Office OG/OGV.** Guidance for Emergency Procedure Evaluation (EPE) requirements can be found in **2.4 EPE Procedures Evaluations**. OG/OGV will place EPE guides in each evaluation folder. EPE Scenarios can be found on the AES share drive but will also be included in folders. EPE Scenarios will be updated at least yearly. Applicable HQ AMC special interest areas/items will be incorporated, emphasized, and/or demonstrated during all evaluations. Items that require increased focus as identified by the 459 OG/OGV will also be addressed on each evaluation.

1.9.5.2. Examinees may use publications that are normally available in-flight. The examinee will recite, perform, or write all Boldface items without reference.

1.9.5.2.1. **(Added-459ARW) Boldface.** Failure of monthly boldface testing, when not receiving an evaluation, is utilized as a training opportunity and members will be instructed and allowed to re-test.

1.9.5.3. An EPE is a ground phase requisite. An EPE will be conducted on the ground anytime during the in-phase period. It will be through hands-on demonstration, and/or verbal discussion where hands-on demonstration is not feasible (e.g., aircraft emergency). The EPE will be conducted in a closed room or on a static aircraft offering one on one non-interference environment between examiner and examinee. EPE will include but is not limited to the following medical equipment: Bag-Valve-Mask Resuscitator, Cardiac Monitor, Suction Unit, Oxygen Equipment, and a Patient Mannequin for use during medical scenarios.

1.9.5.3.1. **(Added-459ARW)** EPE's conducted in a closed room may be conducted in the 459 AES equipment room.

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.

1.9.5.4.1. **(Added-459ARW)** Notify 459 OG/OGV of a failed EPE. If additional training is required 459 OG/OGV will forward a Form 1 with identified areas requiring training to 459 AES Aircrew Training. The Form 1 must be received back in the 459 OG/OGV offices prior to the member being rescheduled for an EPE.

1.10. Grading Policies. See AFI 11-202V2, Chapter 5, *Evaluations*, and the following:

1.10.1. When in-flight evaluation of a required area is not possible, the area may be verbally evaluated on the ground unless otherwise noted in this AFI. As a minimum, Safety Consciousness (Area 4), Flight Discipline (Area 5), Crew Resource Management (Area 6), Airmanship/Situational Awareness (Area 7), and Standards of Care/Plan/Implements Nursing Care (Area 11) will be evaluated in-flight. Exceptions to the minimum in-flight requirement are on a case-by-case basis only and will be approved by MAJCOM/A3V. Flight examiners will make every effort to evaluate all required areas in-flight before resorting to this provision. If an alternate method is used to complete the evaluation, document in the Additional Comments portion of the AF Form 8.

1.11. Grading System. See AFI 11-202 V2 Chapter 5

1.12. Conduct of Evaluations.

1.12.1. Flight examiners will pre-brief the examinee on the conduct, purpose, requirements of the evaluation, and all applicable evaluation criteria. Flight examiners will then evaluate the examinee in each graded area/subarea.

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

1.12.2. Unless otherwise specified, flight examiners may conduct the evaluation in any applicable crew position (**example:** MCD, FN, CMT, 2AET, or 3AET) that will best enable the examiner to conduct a thorough evaluation, observe the examinee's performance and allow for mission accomplishment. **EXCEPTIONS:** All INIT QUAL/MSN and RQ QUAL/MSN evaluations will be conducted in the Medical Crew Director (MCD) for FN or Charge Medical Technician (CMT) for AET position.

1.12.3. 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.

1.12.3.1. An evaluation will not be changed to a training flight to avoid documenting substandard performance, nor will a training flight be changed to an evaluation.

1.12.3.2. The judgment of the flight examiner, guidance provided in AFI 11-202V2, and this instruction will be the determining factors in assigning an overall qualification level on the AF Form 8. 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.

1.12.3.3. 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 when the additional training begins and ends.

1.13. Unsatisfactory Performance. See AFI 11-202V2, Chapter 5 and the following:

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

1.13.2. Immediately correct breaches of flying/patient safety or flight discipline during an evaluation. If this situation occurs, the flight examiner will also debrief an appropriate unit supervisor and if appropriate, document the deviation on an AF Form 8.

1.13.3. Notify the examinee's squadron commander/superintendent, if available, whenever less than Qualification Level "Q-1" performance is observed. These debrief attendees will be listed on the AF Form 8 under Mission Description in the comments section.

1.13.4. When an examinee jeopardizes safety of flight, the flight examiner may assume the duties of the aircrew member, if warranted. Advise the crew and assume full responsibility for the crew position for the rest of the mission leg. In the mobility system, evaluators will notify the mission execution authority immediately and coordinate follow-on action (replacement, if required). The evaluator should be prepared to continue follow-on missions if directed by the execution authority.

1.13.4.1. This does not mean the flight examiner must assume the examinee's position any time unsatisfactory performance is observed. If, in the examiner's judgment, the examinee can continue safely (under supervision) the flight examiner should not assume the examinee's duties.

1.14. Use of AF IMT 3862, Flight Evaluation Worksheet. Units (normally OGV) will overprint AF IMT 3862, (see [Attachment 2](#)) and use it 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. Use the worksheet to ensure all required areas are evaluated. Record positive and negative trend information and/or aircrew member's performance using the "Remarks" section if desired (this information is necessary when transcribing the flight information into the Patriot Excalibur (PEX) Stan/Eval module or other MAJCOM approved module). The AF IMT 3862 or draft copy of the AF Form 8, signed by the flight examiner, will serve as the temporary evaluation certificate. File the certificate 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 dispose of properly.

1.15. Aircrew Testing. See specific testing requirements in AFI 11-202V2 and include the following:

1.15.1. Open-Book Exam. An open-book examination is a requisite for all QUAL/MSN evaluations and Universal Qualified AECMs who PCS or deploy from a flying unit with no C-21 mission to a unit with a C-21 mission. The open book QUAL/MSN exam will consist of a minimum of 100 questions and will include aircraft specific and related aircraft operational questions for all applicable qualification platforms. A minimum of 15 questions per MDS listed in paragraph 1.1.1 will be incorporated into the periodic open book examinations for AECMs. The questions should include but are not limited to aircraft systems (electrical and oxygen), emergency exits/procedures and emergency aircraft equipment.

1.15.2. Closed-Book Exam. A closed-book exam is a requisite for all QUAL/MSN evaluations and Universal Qualified AECMs who PCS or deploy from a flying unit with no C-21 mission to a unit with a C-21 mission. Closed-book exam will be administered before initial QUAL flight evaluations and IAW AFI 11-202V2 for periodic QUAL/MSN evaluation. The exam will consist of a minimum of 40 questions from the Master Question File (MQF). The MQF will include essential nursing care standards/interventions, emergency medical equipment and aircrew operational procedures. These questions will emphasize system knowledge and information necessary for safe flight and mission accomplishment. Complete a Boldface exam in conjunction with closed-book exam.

1.15.3. The following technical orders will be available for open book testing purposes: TO-1C-130H-1 or TO-1C-130E(H)-1 or TO-1C-130(K)H-1 or TO-1C-130J-1; TO-1C-130A-9 or TO-1C-130J-9, TO-1C-17A-1, TO-1C-17A-9, TO-1C-135(K)-1 and TO-1C-21A-1 (if applicable).

1.15.3.1. **(Added-459ARW) Testing:** Testing will generally be accomplished utilizing the PEX system in the Standardization and Evaluation testing area. If an open book paper test is administered it must be done in the Standardization and Evaluation testing area where the member has access to the required publications.

1.15.4. Instructor Open-Book Exam (INIT INSTR open-book exam) will be given one-time prior to initial instructor flight evaluation.

1.15.4.1. The instructor open-book examination is requisite for INIT INSTR flight evaluations. INIT INSTR open-book examinations will have a minimum of 20 questions and may be derived from Air Force Manual (AFMAN) 36-2236, *Guidebook for Air Force Instructors*, AFI 11-2AE, Volumes 1, 2, and 3, and other applicable sources. The examinations should include scenario-driven instructor questions.

1.15.4.2. Subsequent (periodic) and requalification (RQ) INSTR Examinations. A portion of the open-book examination will include instructor questions. A separate (unique) INSTR open-book examination is not required.

1.15.5. Failure to Pass an Exam. AECMs who fail an open book or closed book written examination will fly in supervised status until a successful re-test is complete. Examinees who fail Boldface procedures will not be permitted to fly in their aircrew position until a successful re-evaluation is accomplished.

1.16. Equivalent MDS/Model Aircraft. Consider AECMs qualified in one MDS as qualified in all MDSs of the same design (e.g., C-130H and C-130J).

1.17. Formal Training Unit (FTU). AE does not have a dedicated FTU. All INIT QUAL/MSN evaluations should be conducted on unit assigned MDS by unit assigned examiners. In-flight evaluations are the AF standard for validating aircrew evaluation criteria for all types of evaluations. Lead command (HQ AMC/A3V) 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/A3V.

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/Mission Evaluations (Initial, Periodic and Requalification).

2.2.1. All initial, periodic, and requalification evaluations include all areas under GENERAL, QUALIFICATION and MISSION. For AECMs, the evaluation validates the basic capabilities of AECMs to transport and care for patients in the airborne environment.

2.2.2. INIT QUAL/MSN. An INIT QUAL/MSN evaluation will be accomplished at the unit level. Upon successful completion of the INIT QUAL/MSN evaluation, the first AF Form 8 will indicate crew position codes as “MH” (mission qualified FN) or “MA” (mission qualified AET). Expiration date for initial qualification will be based on successful completion of the QUAL/MSN evaluation.

2.2.3. Periodic flight evaluations will be a QUAL/MSN evaluation. 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 the latest flight phase accomplished. Periodic evaluations include all areas under GENERAL, QUALIFICATION and MISSION.

2.2.3.1. For evaluations that establish a new eligibility period (i.e., QUAL/MSN), enter the month and year that is 17 months after the month in which the flight phase of the evaluation was successfully completed.

2.2.3.2. For evaluations that do not establish a new eligibility period, enter “N/A.”

2.2.4. Re-qualification evaluations will be a QUAL/MSN evaluation. Use a single line entry under flight phase indicating “RQ QUAL/MSN” and date. Use separate line entries if more than one flight is necessary to complete the evaluation. Expiration date is based on latest flight phase accomplished. Re-qualification evaluations include all areas under GENERAL, QUALIFICATION, and MISSION.

2.3. Instructor Evaluations (Initial, Periodic and Requalification). 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.

2.3.1. Initial instructor evaluations will include instructing a qualified AECM of like specialty or instructing a student in upgrade training. Crewmembers will not use their initial instructor evaluation to satisfy the requirements of a periodic evaluation. Initial instructor evaluations include all areas under GENERAL and INSTRUCTOR.

2.3.1.1. Initial instructor evaluations may be administered on any aircraft listed in paragraph **1.1.3** After successful completion of the initial instructor evaluation on one of

the aircraft listed in paragraph 1.1.3, the AECM may instruct on all aircraft listed in paragraph 1.1.3.

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

2.3.2.1. Periodic instructor evaluations may be administered on any aircraft listed in paragraph 1.1.3.

2.4. Emergency Procedures Evaluations (EPE). Evaluate an AECM's knowledge of aircraft emergency procedures, emergency medical procedures and emergency medical equipment during the EPE portion of all QUAL/MSN evaluations, with scenario based questions. Use one continuous scenario throughout the EPE and/or different scenarios for each emergency procedure. A QUAL/MSN evaluation requires a single EPE. Document EPE, IAW AFI 11-202V2.

2.4.1. The EPE will cover the following areas to satisfy requirements for an initial, periodic, and requalification QUAL/MSN evaluation: Cardiac/Respiratory arrest and emergency medical equipment, emergency signals, in-flight emergencies, landing and ditching emergencies. Examinees should be able to demonstrate an understanding of Cardiac/Respiratory arrest and emergency medical equipment by "hands-on" application. Nursing considerations may be covered during an EPE based on nursing interventions taken during/after an emergency.

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

2.4.3. **(Added-459ARW)** To successfully complete an EPE, AECMs must meet the Q level of the criteria listed under the specific area. Examinee will demonstrate/explain appropriate response(s) during a cardiac/respiratory emergency scenario, including a hands-on demonstration in setting up suction device, handheld resuscitator/oral airway, oxygen delivery equipment, and use of cardiac equipment IAW with scope of practice. Boldface procedures will be stated from memory during the EPE scenario. Examinees are encouraged to use their abbreviated checklists during the emergency signals, landing, in-flight, and ground emergencies section of the EPE scenario.

2.5. Additional Information.

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

2.5.2. Instructors and flight examiners receiving periodic evaluations may be evaluated in any crew position, as applicable (e.g., MCD, FN, CMT, 2AET or 3AET), but do not require an evaluation in all positions.

2.5.3. For AECM Universal Qualification, the following statement will be documented in the examiner's remarks section of the AF Form 8 for all QUAL/MSN evaluations: "This evaluation was administered on the X-XXX(aircraft type) and meets the requirements for universal qualification on the: C-17, C-130, and KC-135." (add C-21, if applicable).

2.6. FN/AET Grading Criteria.

2.7. GENERAL.

Area 1, Directives and Publications.

- Q Possessed an adequate 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- Possessed limited knowledge of 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/AEC Crew Briefing.

- Q Read and annotated FCIFs. Completed/obtained all applicable information to accomplish the mission (forms, O2 and electrical calculations, load plan, patient/equipment requirements). MCD or CMT briefing, if applicable, were thorough, clear and concise. Complied with all local directives. Attended required briefings.
- Q- Minor errors or omissions in obtaining information that could have detracted from mission effectiveness. MCD or CMT briefings, if applicable, were completed with errors or omissions. Did not fully comply with local directives. Late for required briefings.
- U Made major errors or omissions in obtaining information which would have prevented an effective mission. MCD or CMT briefings, if applicable, were poorly organized and essential items were omitted. Failed to comply with local directives, deviations could have jeopardized safety of crew, aircraft and/or patients. Failed to attend required briefings.

Area 3, Use of Checklist.

- Q Procedures and checklist items required by flight manual and applicable directives were accomplished in a thorough and proficient manner. Checklist was 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 was not utilized during phases of flight.

Area 4, Safety Consciousness (Critical).

- Q Aware of and complied with all safety factors required for safe aircraft operation and mission accomplishment. Demonstrated or explained 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 Not aware of, or did not comply with, all safety factors required for safe aircraft operation or mission accomplishment. Operated aircraft system or equipment in a dangerous manner.

Area 5, Flight Discipline (Critical).

Q Exhibited strict flight and crew discipline. Prepared and completed mission in compliance with existing regulations and directives.

U Failed to exhibit strict flight and crew discipline. Failed to comply with existing instructions and directives which did or 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 IMT 4031, *CRM Skills Criteria Training/Evaluation*, as a reference.)

Q Effectively coordinated with other aircrew members throughout the assigned mission. Demonstrates operational knowledge of other crewmembers duties and responsibilities. Examinee effectively coordinated with C2 agency in a thorough, proficient manner.

Q- Crew coordination skills detracted from mission accomplishment. Demonstrated limited knowledge of other crewmembers' duties and responsibilities. Examinee coordination with C2 agency was accomplished with omission, deviation, or error, which detracted from the overall efficient conduct of the mission.

U Poor crew coordination or unsatisfactory knowledge of other crewmember duties and responsibilities negatively affected mission accomplishment or safety of flight. Examinee failed to coordinate with C2 agency which negatively affected the mission.

Area 7, Airmanship/Situational Awareness (Critical).

Q Maintained situational awareness and exercised sound judgment throughout the mission. Conducted the flight with a sense of understanding and comprehension. Prioritized tasks properly.

U Lacked situational awareness. Faulty judgment resulted in decisions that had negative mission impact. Lacks skills to prioritize tasks. Unaware of significant events that impacted the mission.

Area 8, Personal/Professional Responsibilities and Equipment.

Q Had all required personal and professional equipment. Displayed satisfactory knowledge of the care and use of such equipment. Required equipment inspections were current. Displayed knowledge of personal responsibilities.

Q- Did not have all required personal/professional equipment. Lacked 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 9, Anti-hijacking/Aircraft Security.

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

Area 10, Knowledge/Completion of Forms.

- Q All required forms were complete, accurate, readable, accomplished on time and IAW applicable directives. Relayed an accurate debrief of significant events to applicable agencies (MTF, AECT, 618 TACC/PMRC, etc.)
- Q- Minor errors on forms that did not affect conduct of the mission. Incorrectly or incompletely reported some information due to minor errors, omissions, and/or deviations.
- U Did not accomplish required forms. Omitted or incorrectly reported significant information due to major errors, omissions, and/or deviations.

2.8. QUALIFICATION.

Area 11, Standards of Care/Plans/Implements Nursing Care.

- Q Knowledgeable in Standards of Care. Planned and implemented nursing care IAW current nursing care guidelines. Had general knowledge/familiarization of patients on the mission to include patient classification, movement precedence and diagnosis. Recognized negative changes in patient condition/behavior, and intervened effectively based on patient's diagnosis and applicable stresses of flight. Adhered to infection control standards.
- Q- Minor knowledge deficits of patient care standards based on patient's diagnosis, stresses of flight. Had some difficulty or made minor errors/omissions in planning/implementing for patient care on the mission. Minor deviations noted with compliance of infection control standards. Minor deviations did not impact patient's condition.
- U Inadequate knowledge of patient care standards, nursing interventions, and/or stresses of flight. Did not anticipate and/or plan/implement for patient requirements based on diagnosis and standards of care. Unaware of infection control standards. Deviations without correction may have caused injury/suffering to patient.

Area 12, IV Therapy/Medication Management.

- Q Demonstrated procedures and management of medications to include over-the-counter (OTC), IV/drips, and controlled substances 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. Did not safeguard controlled substances. Unfamiliar with appropriate references. Lacked knowledge that may have jeopardized patient care outcome.

Area 13, Hypoxia/Hyperventilation.

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

Area 14, Medical Emergency Response.

- Q Demonstrated/verbalized responses to medical emergencies per applicable reference. Able to prepare equipment required for emergent care. Administered the correct amount of oxygen with use of references. Initiated plan for patient stabilization.
- Q- Minor deviations noted in response to medical emergencies 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 may have led to patient compromise or adversely affected safety. Unable to correctly prepare equipment needed for emergent care.

Area 15, Cardiac/Respiratory Arrest (Critical).

- Q Demonstrated/verbalized 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 may have led to patient compromise or adversely affected safety.

Area 16, AE Medical Equipment Emergency Functions (Critical).

- Q Correctly assembled and demonstrated operation of suction in order to clear the airway, without use of references. Correctly assembled the Bag-Valve-Mask resuscitator and was able to deliver up to 100% oxygen, without use of references. Able to correctly deliver oxygen to patient using flow meter and non-rebreather mask without use of references. Correctly operated the cardiac monitor, including set up, application of leads; to include quick look capabilities and charge/discharge of paddles without use of references.
- U Could not locate and/or demonstrate operation of emergency equipment. Lack of knowledge may have led to patient compromise or adversely affected safety.

Area 17, AE Medical Equipment.

- Q Demonstrated preflight, function check, operated and secured medical equipment with the use of references.
- Q- Minor errors/omissions in preflight, function check, equipment operation and/or securing (with reference). Deviations may not adversely affect patient care or equipment effectiveness.
- U Major errors in operation of medical equipment. Unable to perform preflight, function check, operate and/or secure equipment with the use of references.

Area 18, AE In-flight Kits/Supplies.

- Q ble to locate contents of AE in-flight kits/supplies with use of references.
- Q- Minor deviations in locating contents of AE in-flight kits/supplies with use of references.
- U Unable to locate contents of AE in-flight kits/supplies with use of references.

Area 19, Enroute Mission Requirements.

- Q Described or demonstrated procedures for Port of Entry Requirements, Mission Delay, Enroute Diversion, Remain over Night (RON), and Unscheduled RON required for enroute mission requirements. Able to locate information in references.
- Q- Minor errors or omissions in describing/demonstrating procedures required for enroute mission requirements, which may have adversely effected mission accomplishment. Had difficulty locating information in references.
- U Unfamiliar with procedures or references for enroute mission requirements.

2.9. MISSION.

Area 20, Boldface Emergency Procedures (Critical). Includes Fuselage Fire/Smoke and Fumes and Rapid Decompression related to the aircraft in which the flight evaluation is performed on.

- Q Able to state or demonstrate the appropriate response.
- U Unable to state or demonstrate the appropriate response.

Area 21, Other Emergency Procedures. Includes Emergency Signals, Emergency Landing, Ditching, Inflight, and Ground Emergencies on the aircraft in which the flight evaluation is performed.

- Q Stated or demonstrated emergency procedures for applicable crew positions with use of checklist.
- Q- Prompting required to initiate use of checklist. Accomplished procedures with minor errors, omissions, or deviations that may not have jeopardized patient safety.
- U Unable to state or demonstrate the correct emergency procedure with use of checklist.

Area 22, Aircraft Emergency Exits. Includes emergency exits on the aircraft in which the flight evaluation is performed and associated egress equipment with the exits (Escape Ropes, Ladders, Slides, and Emergency Lights).

- Q Demonstrated or verbalized proper operating procedures of aircraft exits/egress equipment associated with the AECMs exit of responsibility for emergency landing and ditching.
- Q- Unsure of the proper operating procedures used for aircraft exits/egress equipment associated with the AECMs exit of responsibility for emergency landing and ditching.
- U Unable to properly operate aircraft exits/egress equipment associated with the AECMs exit of responsibility for emergency landing and ditching.

Area 23, Aircraft Systems. Includes Oxygen, Electrical interface for all platforms (C-17, C-130, KC-135).

- Q** Demonstrated correct operational procedures for oxygen/electrical systems, on the aircraft in which the evaluation was performed. Able to locate and access components of the oxygen/electrical systems. Identified differences in operation/capability, location, and access to oxygen/electrical systems on remaining aircraft (with the use of references). Explained use of alternate oxygen sources in the event no aircraft oxygen is available.
- Q-** Had limited operational knowledge of oxygen/electrical systems, on the aircraft in which the valuation was performed. Had difficulty locating and accessing components of the oxygen/electrical systems. Had difficulty describing differences in operation/capability, location, and access to oxygen/electrical systems on remaining aircraft (with the use of references). Had difficulty explaining use of alternate oxygen sources in the event no aircraft oxygen is available.
- U** Unsatisfactory operational knowledge of oxygen/electrical systems, on the aircraft in which the evaluation was performed. Unable to locate and access oxygen/electrical system components. Unable to describe differences in operation/capability, location, and access to oxygen/electrical systems on remaining aircraft (with the use of references). Unable to explain use of alternate oxygen sources in the event no aircraft oxygen is available.

Area 24, Enplaning/Deplaning.

- Q** Describes or demonstrates general knowledge of enplaning/deplaning operations per applicable instructions.
- Q-** Unfamiliar with some aspects of enplaning/deplaning operations.
- U** Unfamiliar with enplaning/deplaning operations and/or applicable instructions.

Area 25, Configurations. Includes configuration procedures for all platforms (C-17, C-130, KC-135).

- Q** Demonstrated or described standard AE configuration procedures on the aircraft in which the evaluation is performed. Described floor-loading procedures in which the evaluation was performed with use of reference. Identified differences in standard AE configurations and floor loading on remaining aircraft with use of reference.
- Q-** Unsure of standard AE configuration procedures on the aircraft in which the evaluation was performed. Had difficulty describing or locating floor-loading references for the aircraft in which the evaluation is performed. Had difficulty locating standard AE configurations and floor loading references on remaining aircraft.
- U** Unable to demonstrate or describe standard AE configurations on the aircraft in which the evaluation was performed. Unable to describe or locate floor-loading procedures for the aircraft in which the evaluation was performed. Unable to locate standard AE configurations and floor loading references on remaining aircraft.

Area 26, Aircraft Emergency Equipment. Includes Fire Extinguisher, Smoke Mask and/or Quick Don Mask/Goggles, Oxygen Mask (Quick Don type if used), EPOS, Life Preservers and Rafts on the aircraft in which the flight evaluation is performed.

- Q** Demonstrated or verbalized operational use of emergency equipment and life support systems which are located in the AECM's assigned patient care/egress areas of responsibility.

- Q- Demonstrated or verbalized limited operational knowledge of emergency equipment and life support systems which are located in the AECM's assigned patient care/egress areas of responsibility.
- U Unsatisfactory operational knowledge of emergency equipment and life support systems which are located in the AECM's assigned patient care/egress areas of responsibility.

2.10. INSTRUCTOR.

Area 27, Instructor Ability.

- Q Demonstrated the ability to communicate effectively. Provided appropriate guidance when necessary. Planned ahead and made timely decisions. Identified and corrected potentially unsafe actions/ situations.
- Q- Accomplished the above tasks with minor discrepancies that did not affect safety or adversely affect student progress.
- 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 actions/situations in a timely manner. Made no attempt to instruct.

Area 28, Instructor Demonstration.

- Q Effectively demonstrated correct procedures, systems operation, and techniques. Thorough knowledge of applicable aircraft systems, procedures, publications, and directives.
- Q- Minor discrepancies in the above criteria did not affect safety or adversely affect student progress.
- U Ineffective or incorrect demonstration of procedures, systems operation, or techniques. Insufficient depth of knowledge about applicable aircraft systems, procedures, publications and directives.

Area 29, Student Briefing/Critique.

- 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.
- Q- Briefings were adequate but lacked clarity. Student critique was accurate but lacked the depth needed to maximize the learning opportunity. Briefing was complete with only minor discrepancies overlooked or omitted.
- U Briefings were unsatisfactory 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.

Area 30, Knowledge of Training Forms.

- Q** All required training forms were accomplished on time and IAW applicable directives. Demonstrated satisfactory knowledge of forms/publications required for mission accomplishment. Training documentation was concise and readable.
- Q-** Displayed limited knowledge of training forms/publications. Required forms were completed with some delay but IAW applicable directives. Minor errors or omissions in training documentation.
- U** Knowledge of required training forms/publications was inadequate. Did not accomplish required forms. Omitted or incorrectly documented significant training information.

2.11. (Added-459ARW) Local Evaluation Requirement.

2.11.1. **(Added)** When electronic media is used to store publications member must demonstrate the ability to utilize this media by identifying at least one correct source and searching for the reference utilizing the mission computers. If the mission computer is not available members must utilize AFI's contained in the mission kit.

Area 31, Electronic Media

- Q** able to identify correct source and locate reference.
- Q-** limited ability to identify correct source and locate reference.
- U** unable to identify correct source of information and reference.

Chapter 3

INFORMATION COLLECTION, RECORDS, AND FORMS

3.1. Information Collections. No information collections are created by this publication.

3.2. Records. The program records created as a result of the processes prescribed in this publication are maintained in accordance with AFMAN 33-363 and disposed of in accordance with the AFRIMS RDS located at **Error! Hyperlink reference not valid.**

3.3. Forms (Adopted and Prescribed).

3.3.1. **Adopted Forms/IMTs.** AF Form 8, *Certificate of Aircrew Qualification*; AF Form 847, *Recommendation for Change of Publication*; AF Form 942, *Record of Evaluation*; and AF IMT 4031, *CRM Skills Criteria Training/Evaluation*.

3.3.2. **Prescribed Forms.** AF IMT 3862, *Flight Evaluation Worksheet*

DANIEL J. DARNELL, Lt General, USAF
DCS, Air, Space and Information Operations, Plans
& Requirements

(459ARW)

MATTHEW J. BURGER, Lt Col, USAFR
Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFPD 10-21, *Air Mobility Lead Command Roles and Responsibilities*, 1 May 1998

AFPD 11-2, *Aircraft Rules and Procedures*, 14 Jan 2005

AFPD 33-3, *Information Management*, 28 Mar 2006

AFI 11-202, Volume 1, *Aircrew Training*, 17 May 2007

AFI 11-202 Volume 2, *Aircrew Standardization/Evaluation Program*, 8 Dec 2006

AFI 11-202 Volume 3, *General Flight Rules*, 5 Apr 2006

AFI 11-215, *USAF Flight Manuals Program (FMP)*, 6 Apr 2005

AFI 11-290, *Cockpit/Crew Resource Management Training Program*, 11 Apr 2001

AFI 11-401, *Aviation Management*, 7 Mar 2007

AFI 11-2AE, Volume 1, *AE Aircrew Training*, 3 Oct 2005

AFI 11-2AE, Volume 3, *Aeromedical Evacuation (AE) Operations Procedures*, 18 May 2005

AFI 11-2AE, Volume 3, Addenda A, *Aeromedical Evacuation Operations Configuration/Mission Planning*, 27 May 2005

AFI 33-360, *Publications and Forms Management*, 18 May 2006

AFMAN 33-363, *Management of Records*, 1 Mar 2008

AFMAN 36-2236, *Guidebook for Air Force Instructors*, 12 Nov 2003

AFRIMS RDS, **Error! Hyperlink reference not valid.**

TO 1C-130H-1, *Flight Manual*

TO 1C-130E(H)-1, *Flight Manual*

TO-1C-130(K)H-1, *Flight Manual*

TO-1C-130J-1, *Flight Manual*

TO-1C-130A-9, *Cargo Loading Manual*

TO-1C-130J-9, *Cargo Loading Manual*

TO-1C-17A-1, *Flight Manual*

TO-1C-17A-9, *Cargo Loading Manual*

TO-1C-135(K)-1, *Flight Manual*

TO-1C-21A-1, *Flight Manual*

Title 5, United States Code, Section 552a (The Privacy Act)

Title 37, United States Code, Section 301a (Incentive Pay: Aviation Career)

Public Law 104-13, *Paperwork Reduction Act of 1995*

Public Law 92-204, Section 715 *Appropriations Act for 1973*

Public Laws 93-570 *Appropriations Act for 1974*

Public Law 93-294 *Aviation Career Incentive Act of 1974*

Executive Order 9397, *NUMBERING SYSTEM FOR FEDERAL ACCOUNTS RELATING TO INDIVIDUAL PERSONS*

Abbreviations and Acronyms

AE—Aeromedical Evacuation

AECM—Aeromedical Evacuation Crew Member

AECT—Aeromedical Evacuation Control Team

AET—Aeromedical Evacuation Technician

AF—Air Force

AFB—Air Force Base

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AMC—Air Mobility Command

ANG—Air National Guard

ARM—Aeromedical Readiness Mission

ARMS—Aviation Resource Management System

CMT—Charge Medical Technician

CRM—Crew Resource Management

DD—Department of Defense

EPE—Emergency Procedures Evaluation

EPOS—Emergency Passenger Oxygen System

FCIF—Flight Crew Information File

FEF—Flight Evaluation Folder

FN—Flight Nurse

FTU—Formal Training Unit

HQ—Headquarters

IAW—In Accordance With

INIT—Initial

INSTR—Instructor

MAJCOM—Major Command

MCD—Medical Crew Director

MQF—Master Question File

MSN—Mission

MTF—Medical Treatment Facility

OTC—Over-the-counter

PEX—Patriot Excalibur

PMRC—Patient Movement Requirements Center

Q—Qualified

Q—Qualified Minus

Q-1—Qualification Level 1

Q-2—Qualification Level 2

Q-3—Qualification Level 3

QUAL—Qualification

RON—Remain over Night

RQ—Requalification

U—Unqualified

USAF—United States Air Force

618 TACC—618 Tanker Airlift Control Center

Attachment 2

FLIGHT EVALUATION WORKSHEET EXAMPLE AF IMT 3862

Figure A2.1. Flight Nurse/Aeromedical Evacuation Technician Flight Evaluation Worksheet (Front).

COMMENTS:

AECM Evaluation Worksheet			DATE COMPLETED:	
NAME (Last, First, MI)		GRADE	SSN:	
ORGANIZATION/LOCATION		ACFT/CREW POS	ELIGIBILITY PERIOD	
QUALIFICATION				
GROUND PHASE			FLIGHT PHASE	
EXAM/CHECK	DATE	GRADE	MISSION/CHECK	DATE
QUALIFICATION LEVEL		ADDITIONAL TRAINING		
QUALIFIED	UNQUALIFIED	DUE DATE(S)	DATE ADDITIONAL TRAINING COMPLETED	
EXPIRATION DATE	CERTIFYING OFFICIAL RANK AND ORG	SIGNATURE	DATE	
<input type="checkbox"/> RESTRICTIONS (Explain in Comments on Back)		<input type="checkbox"/> EXCEPTIONALLY QUALIFIED (Explain in Comments on Back)		
CERTIFICATION				
PRINT NAME/GRADE/ORGANIZATION			SIGNATURE/DATE	
FLIGHT EXAMINER				
REVIEWING OFFICER				
FINAL APPROVING OFFICER				

Attachment 3**COMPLETION OF C-21 AF FORM 8**

A3.1. C-21 AF Form 8. Accomplish C-21 AF Form 8 for AECM's who PCS or deploy from a flying unit with no C-21 mission to a unit with a C-21 mission as directed in this attachment.

A3.2. Section I – Examinee Identification.

A3.2.1. **Aircraft/Crew Position.** Enter C-21A/crew position (i.e., IA, MH)

A3.3. Section II – Qualification.

A3.3.1. **Ground Phase.** Enter Open Book Exam, Closed Book Exam, date of exam, and exam score.

A3.3.2. **Flight Phase.** A flight evaluation is not required.

A3.3.3. **Qualification Level. Enter 1 or 3.**

A3.3.4. **Restrictions. If Applicable.**

A3.3.5. **Additional Training. If Applicable**

A3.3.6. **Expiration Date of Qualification.** This date is the same as last accomplished QUAL/MSN AF Form 8 for the AECM.

A3.3.7. **Comments. If Applicable.**

A3.4. Section III. Certification.

A3.4.1. **Flight Examiner.** The flight examiner signing Section III of the AF Form 8:

A3.4.1.1. Is responsible for the content of the AF Form 8 and ensures that the test is complete.

A3.4.1.2. No Examiner Remarks are required in the Comments block in Section IV. The flight examiner will place an "X" in the remarks block and make comments in Section IV only when required.

A3.4.2. **Reviewing and Final Approving Officers.**

A3.4.2.1. A Reviewing Officer is not required.

A3.4.2.2. The unit Commander will sign as the final Approving Officer.

A3.5. Comments. As required.

A3.6. Additional Reviews. Additional reviews are at the discretion of the unit.