

**HONG KONG SPECIAL ADMINISTRATIVE REGION  
PEOPLE'S REPUBLIC OF CHINA  
AERONAUTICAL INFORMATION SERVICE**

PHONE	+852 2910 6174
FAX	+852 2910 1180
AFS	VHHHYOYX
EMAIL	aic@cad.gov.hk

**(ISO 9001 CERTIFIED)**  
AIR TRAFFIC MANAGEMENT DIVISION  
CIVIL AVIATION DEPARTMENT  
HONG KONG INTERNATIONAL AIRPORT

AIC 19 / 19 22 July 2019
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**MEDICAL CERTIFICATES ISSUED UNDER  
THE AIR NAVIGATION (HONG KONG) ORDER 1995**

1. This circular serves to promulgate the policies and procedures adopted by the Hong Kong Civil Aviation Department (HKCAD) regarding the issue of medical certificates to holders of or applicants for Hong Kong flight crew licences, air traffic controller's licences or student air traffic controller's licences.
2. Medical certificates are issued under the Air Navigation (Hong Kong) Order 1995 [AN(HK)O 1995] in accordance with the provisions and medical standards stipulated in Annex 1 to the Convention on International Civil Aviation (referred hereunder as ICAO Annex 1).
3. The AN(HK)O 1995 states that the holder of a flight crew licence shall not be entitled to perform any of the functions to which his/her licence relates unless it includes a valid medical certificate; and the holder of an air traffic controller's licence or student air traffic controller's licence shall not provide any type of air traffic control service or flight information service unless his/her licence includes a valid medical certificate.

**Application for Medical Certificates**

4. An applicant for the issue (including renewal) of a medical certificate must undergo a medical examination (including special examinations listed in paragraphs 10, 11 and 12 below) conducted by a HKCAD Approved Medical Examiner (AME). To allow medical certificates to remain valid without a break, the renewal medical examination should be undertaken in the calendar month of the expiry date of the current Certificate. If the renewal medical examination is undertaken earlier than the month of the expiry date of the current Certificate, the new certificate will have an expiry date based on the date of the examination and not on the date of expiry of the current Certificate. When arranging a medical examination, an applicant shall always inform the AME if any of the special examinations listed on the current Certificate are due. Upon completion of the medical examination, the AME will submit to the HKCAD a medical report via form DCA 153 together with report(s) of applicable special examination(s).

5. Medical report(s) will then be assessed by a HKCAD Approved Medical Assessor (AMA) for the purpose of issuing medical certificates. After an initial assessment, should the AMA require additional medical information for assessment purpose, the applicant will be informed in writing. When the AMA, on the basis of the medical report(s) and other available medical information, assesses the applicant as fit to perform his/her licence functions, he/she will issue a medical certificate subject to such conditions as he/she thinks fit. If an applicant has been assessed unfit for the issue of medical certificate, he/she will be notified accordingly in writing.

#### **Review of Medical Certification Decisions**

6. Any person who is not satisfied with the decision made to issue or not to issue a medical certificate under Article 20(7)(c), 20(7)(d) or 65(9) of the AN(HK)O 1995 should submit an application to the Personnel Licensing Office (PELO) with reasons and new medical evidence, if any, within 14 days from the issue of the written notification, for a review of the decision. Any review application submitted after 14 days may not be considered.

#### **Time Required for the Issue of Medical Certificates**

7. The time taken for an AMA to complete an evaluation of medical reports and to issue a medical certificate will be normally 5 working days after all information required for assessment has been received by the HKCAD. Applicants for the issue (including renewal) of medical certificates are advised to review their own requirements and make timely arrangements with the AME of their own choice.

#### **Validity Periods of Medical Certificates**

8. In compliance with the standards specified in ICAO Annex 1, validity periods of Class 1, 2 or 3 medical certificates depend on the holder's age and the type of licence being held. A medical certificate is issued with an expiry date clearly indicated on it. The expiry date, made the last day of calendar months for administrative convenience, is determined by adding the applicable validity period to the month in which the DCA 153 medical examination is completed. Details regarding the validity periods and requirements for special examinations are given in paragraphs 9 to 12 below.

9.

Licence	Holder's Age	Class of Medical Certificate	Validity Period in Months	
Commercial Pilot's Licence (CPL) / Multi-Crew Pilot's Licence (Aeroplanes) [MPL(A)] / Airline Transport Pilot's Licence (ATPL)	Under 40	1	12	
	40-59	1	(i) Single-crew commercial air transport operations carrying passengers <i>Note: Not applicable to MPL(A) holders</i>	6
		1	(ii) Commercial air transport operations other than (i) above	12
	60 or over	1	6	
Licence	Holder's Age	Class of Medical Certificate	Validity Period in Months	
Private Pilot's Licence with Instrument Rating (PPL/IR)	Under 60	1	12	
	60 or over	1	6	
Private Pilot's Licence (PPL) / Student Pilot	Under 40	2	60	
	40-49	2	24	
	50 or over	2	12	
Air Traffic Controller's Licence (ATCL)	Under 40	3	48	
	40-49	3	24	
	50 or over	3	12	

Notes:

- i) The age of the holder/applicant is his/her age on the day of undergoing the DCA 153 medical examination.
- ii) An AMA may issue a medical certificate with a period of validity more restrictive than normal if he deems it necessary on medical grounds.
- iii) Unless otherwise restricted by an AMA, a Class 1 Medical Certificate shall be valid for Class 2 purposes for the period appropriate to age and privileges.
- iv) The expiry of any special examination listed on page 1 of the Medical Certificate (detailed in paragraphs 10 and 11 below) does not affect the validity of the certificate. However, the Medical Certificate will not be renewed until the special examination requirements have been met.

### **Special Examination Requirements**

10. An applicant for the issue or renewal of medical certificate shall be tested by pure-tone audiometry as follows:

Licence	Class of Medical Certificate	Examination Requirements
PPL/IR / CPL / MPL(A) / ATPL	1	- At initial issue - Aged under 40 – every 5 years - Aged 40 or over – every 2 years
PPL / Student Pilot	2	- At initial issue - Aged 50 or over – every 2 years
ATCL	3	- At initial issue - Aged under 40 – every 4 years - Aged 40 or over – every 2 years

11. Electrocardiography (ECG) shall form part of the heart examination for the issue or renewal of medical certificate as follows:

Licence	Class of Medical Certificate	Examination Requirements
PPL/IR / CPL / MPL(A) / ATPL	1	- At initial issue - Aged 30 and up to just under 50 – every 2 years - Aged 50 or over – every year
PPL / Student Pilot	2	- At initial issue - At the first examination after the age of 40 - Aged 50 or over – every 2 years
ATCL	3	- At initial issue - Aged 50 or over – every 2 years

12. If deemed necessary on clinical grounds, an AME or AMA may require an applicant to undergo an ophthalmic review conducted by a registered ophthalmologist.

### **Extension of Medical Certificate Validity by 14 Days**

13. AMEs may extend the validity of current medical certificates by up to 14 days, with the following conditions:
- a) A medical certificate endorsed with the limitation of “as or with qualified co-pilot only” or “valid only when another qualified ATCO is immediately available to assume your duty” shall NOT be eligible for an extension of validity granted by an AME.

- b) The applicant has completed the DCA 153 medical examination including all the applicable special examinations required for the renewal of a medical certificate.
- c) The AME is satisfied that there has been no significant change in the medical condition of the applicant since the last medical examination and that he/she is medically fit to perform the functions to which his/her licence relates.
- d) The AME must ensure the medical report(s) is/are submitted to HKCAD as soon as practicable.
- e) The current medical certificate must be stamped and signed by the AME stipulating the specific extension of validity.

### **Notification of Unfitness**

- 14. Holder of a flight crew licence who suffers any personal injury involving incapacity to undertake licence functions, or illness (including surgery) involving incapacity to undertake licence functions throughout a period of 20 days or more; or in the case of a woman, has reason to believe that she is pregnant, shall inform HKCAD in writing of such injury, illness or pregnancy, as soon as possible for injury or pregnancy, and as soon as the period of 20 days has elapsed in the case of illness. The medical certificate shall be deemed to be suspended upon the occurrence of such injury or the elapse of such period of illness or the confirmation of pregnancy. Holders are advised to read the respective AIC on HKCAD website regarding the procedures to follow for obtaining medical clearance from an AMA before resuming licence duties.
- 15. Holder of an air traffic controller's licence who suffers any personal injury or illness (including surgery) involving incapacity to undertake licence functions throughout a period of 20 consecutive days; or in the case of a woman, has reason to believe that she is pregnant, shall inform HKCAD in writing of such injury, illness or pregnancy, as soon as possible. The air traffic controller's licence shall be deemed to be suspended upon the elapse of such period of injury or illness. In the case of pregnancy, the holder shall not be entitled to exercise the privileges of her licence and ratings unless the specific conditions stated in the AN(HK)O 1995 are met. Holders are advised to read the respective AIC on HKCAD website regarding the procedures to follow.
- 16. Furthermore, any holder of a medical certificate shall consult an AME following any hospital treatment or the commencement of continued treatment with prescribed medication. If the AME believes that the medical certificate holder is no longer medically fit to perform the functions to which his/her licence relates, the AME must advise the medical certificate holder to contact HKCAD without delay regarding the suspension of his/her medical certificate and should inform HKCAD in writing of the case details. It is also a good practice for the AME to inform HKCAD whenever there is any significant change in the applicant's medical condition which is of aeromedical concern.

### **More Information**

17. Form DCA 153 – Medical Report is available on the HKCAD website:  
<https://www.cad.gov.hk/english/applications.html>
18. A list of current AMEs is available on request. Applicants who wish to obtain the list can send a request to the PELO via email at [plo@cad.gov.hk](mailto:plo@cad.gov.hk).
19. For enquiry, please contact HKCAD Personnel Licensing Office on  
Tel. no. : +852 2910 6046; or  
Fax no. : +852 2329 8595; or  
Email : [plo@cad.gov.hk](mailto:plo@cad.gov.hk).
20. This circular should be read in conjunction with other AICs of aeromedical importance available on the HKCAD website.
21. **AIC 20/18 is hereby superseded.**

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This Circular is issued for information, guidance and necessary action  
by direction of the Director-General of Civil Aviation  
Simon LI