

CAP BasicMed Implementation Instructions

General Information

BasicMed was implemented by the FAA on May 1st, 2017, allowing CAP pilots to exercise the privileges of their pilot certificate without a current medical certificate. In order to do so, pilots will have to comply with the medical requirements contained in the new [FAR Part 68](#), known as BasicMed. BasicMed is essentially an alternative to a 3rd Class Medical Certificate issued by the FAA, and CAP pilots must either comply with BasicMed or continue operating with traditional medical certificates as they always have. BasicMed is just another medical certificate option from CAP's perspective.

The adjustments have been made to Ops Quals and WMIRS to collect the necessary information to meet the FAA requirements for CAP pilots. Below is information concerning BasicMed to assist you in determining if you qualify and a tutorial on how to enter the required information and documents into Ops Quals to remain current.

- **BasicMed will only be an alternative to a 3rd Class Medical Certificate.** Any CAP operations that currently require personnel with a Class 2 Medical Certificate would still have to have a Class 2 Medical Certificate.
- **Some aircraft, sorties or other conditions will still require pilots to have a traditional medical certificate.** Though it does not impact many of our aircraft, we do have some in our inventory that would require pilots to have a Class 3 Medical Certificate or higher, like the GA-8s. Aircraft that can carry more than 6 occupants, have a certified takeoff weight greater than 6,000 pounds, or can fly in excess of 250 knots will still have to be flown by pilots with at least a Class 3 Medical Certificate. Sorties planned to fly above 18,000 feet MSL will still have to be flown by pilots with a traditional medical certificate as well. In addition, personnel serving as safety pilots under the FARs will have to be PIC for the entire flight, or have at least a Class 3 Medical Certificate. BasicMed is new, and as such, everyone needs to become familiar with it; check out the FAA and AOPA resources noted on the next page for more info.
- **BasicMed requires pilots to have more than just a valid driver's license.** There has been a lot of misunderstandings as to what BasicMed allows. Some people have called it the "Driver's license" medical, making people think that it is a self-certification of being medically capable to fly as is done in the glider and hot air balloon community. **It is not a pure self-certification.**
 - o You must have held a valid Medical Certificate at any point after July 14th, 2006 which has not been revoked or suspended.
 - o Your most recent application for a Medical Certificate must not have been denied, suspended or revoked.
- **Pilots will still need to provide CAP some documentation when operating under BasicMed in order to comply with our exemptions.** In order to comply with the requirements of our FAA exemptions, CAP personnel choosing to operate under BasicMed will have to upload the following documents in Ops Quals (a tutorial follows the discussion):

- A copy of your valid state driver's license or expired driver's license as allowed for military personnel.
 - Military personnel can use their expired driver's licenses as long as they possess documentation from the State, territory, or possession indicating the continued validity of the driver's license, based on that state's military status exception. The documentation of validity can be information from a website of that State/territory/possession.
 - You must also possess documentation indicating your military status. In this case, the active duty military identification card and appropriate documentation must be uploaded in Ops Quals.
- The date of your FAA Medical examination per the Comprehensive Medical Examination Checklist.
- A copy of your BasicMed course completion certificate.

Your driver's license and BasicMed course completion certificate must be kept current in eServices Operations Qualifications.

Since drivers licenses have similar sensitive information on them to medical certificates, these will only be viewable to key staff just like the medical certificates are now.

If you want additional information, please refer to the FAA site:

https://www.faa.gov/licenses_certificates/airmen_certification/basic_med/

This document is not an exhaustive list of the FAA requirements or rules for flying under BasicMed. Most of that is implemented through the FARs and [Advisory Circular 68-1A – BasicMed](#). The FAA BasicMed web page noted above has a lot of additional useful information like a fact sheet as well as answers to frequently asked questions. You may also want to review the [July/August 2017 issue of the FAA Safety Briefing: The BasicMed Issue](#).

There is also a lot of useful information on the AOPA BasicMed Fit to Fly webpage available at: <https://www.aopa.org/advocacy/pilots/medical/fit-to-fly-pilots>.

See the instructions on how to upload the required documents into Operations Qualifications on the following pages.

OPERATIONS QUALIFICATIONS UPLOAD INSTRUCTIONS

The submission of the required documents for BasicMed are essentially the same as you've experienced with other requirements in the past.

To upload your BasicMed information, you will need the following:

- Comprehensive Medical Examination Checklist (CMEC) exam date. You will only need the date of the Examination. CAP is not required to keep nor does it want to store CMECs in eServices due to the sensitive medical data that is on them. **Do not upload CMECs into eServices.**
- BasicMed course completion certificate
- Driver's License (if not previously uploaded)
- Military Identification and state exception (if required)

With the documentation above proceed to Operations Qualification in eServices to upload the documentation. It would be advisable to have scanned the documentation prior to proceeding to Ops Quals.

Operations Qualifications

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Once in Ops Quals, click on “**FAA Requirements**” under “**Pilot**” in the left hand menu. You can also get to the BasicMed area by clicking on the “**What Do I Need?**” link.

After clicking on the “FAA Requirements” or “What Do I Need?” you will need to enter your CAP ID to enter the qualifications page.

Once on the FAA Requirements page, scroll down to the “**Basic Medical**” area.

- You need to enter your “BasicMed Course Completion Certificate” date and upload the certificate. This date must also be on or after April 24, 2017, when the course was released.
- You only need to enter a date for the “Basic Medical Exam” entry. This date must also be on or after April 24, 2017, when the CMEC form was released.

Task	Expiration
Basic Medical Waiver - Expired Driver's License	Does not expire Remove

Basic Medical Course **Upload Basic Medical Course Certificate**
 [Click to Upload Basic Medical Course Certificate](#)

Basic Medical Exam

Basic Medical Military Waiver

Basic Medical Waiver - Military ID Expiration **Upload Basic Medical Waiver - Military ID**
 [Click to Upload your Military ID](#)

Upload Basic Medical Waiver - Supporting Documentation
 [Click to Upload Military Waiver Supporting Documentation \(Law, Website Print, State Letter, etc.\)](#)

Upload Basic Medical Waiver - Expired Driver's License
 [Click to Upload Military Waiver Expired Driver's License](#)

In the Basic Medical area, you will see the areas to enter your Basic Medical Course Certificate date and upload the Certificate along with entering the date of your Basic Medical Exam (**You only need to enter the date of your exam, DO NOT upload your “FAA Comprehensive Medical Exam Checklist”**). You must upload a scanned copy of the other documents required.

- If you are in the Military and your state allows you to drive with an expired driver’s license, you can still meet the requirements of BasicMed by completing the following:
 - o Enter the expiration date of your “Military ID Card”
 - o Upload a copy of the ID card
 - o Upload the documentation that allows you to drive on an expired license
 - o Upload a copy of your Expired Driver’s License

Once the dates are entered and your documentation is uploaded/submitted, this information will need to be validated/approved. The Comprehensive Medical Exam Checklist date does not need to be validated, the Basic Medical Course can be validated by uploading the course certificate; uploading scans of the CMEC is not necessary nor desired or required because you can’t get a course certificate without providing this current data to the course provider. Pilots self-certify the Basic Medical Exam date, acknowledging that they understand the rules and what they are submitting.

Pilots wishing to store their CMEC electronically should do so using their own secure means, not in eServices.

You can also get to the “Basic Medical” area through the “**What Do I Need?**” link under the “**Pilot**” area in the left hand menu.

The screenshot displays a web application interface. On the left is a vertical navigation menu with the following items: [FAQ](#), [Training Material](#), [CAP Helpdesk](#), [Aircraft Identifiers](#), **Approvals**, [Approvals \(0\)](#), **Validations**, [Tasks/Achvs \(0\)](#), **Reports**, [Reports](#), **Counterdrug**, [Counterdrug](#), **Emergency Services**, [101 Card](#), [SQTRs](#), [Entry/View Worksheet](#), [Print Blank Worksheets](#), [Skill Evaluator](#), **Pilot**, [FAA Requirements](#), [Checkride/Questionnaires](#), [Airplane](#), [Glider](#), [Balloon](#), [CAPF 91](#), [Prerequisites](#), and [What Do I Need?](#). On the right, there are two links: [View Qualifications](#) and [View/Upload Documents](#). Below these links is a dropdown menu titled "Select CAP Qualification". The dropdown list includes: --Select--, --Select--, ATC - Auto Tow Crew Member, ATE - Auto Tow Evaluator, ATI - Auto Tow Instructor, ATO - Auto Tow Operator, Balloon Pilot, Basic Medical (highlighted with a red box), Basic Medical - Military Waiver, Check Pilot - Airplane, Check Pilot - Balloon, Check Pilot - G1000, Check Pilot - Glider, Check Pilot Examiner - Airplane, Check Pilot Examiner - Balloon, Check Pilot Examiner - Glider, Check Pilot Examiners - G1000, Glider Pilot, Instructor Pilot - Airplane, Instructor Pilot - Balloon, and Instructor Pilot - G1000.

When you click on one of the two links (Basic Medical or Basic Medical – Military Waiver), you will be shown what you need similar to below.

Select CAP Qualification
Basic Medical

✓ = Complete 🚩 = Not Complete

Basic Medical		
Qual/Task Name	Completed Date	Expiration Date
Basic Medical - Course	🚩 - Basic Medical Course - Number of Required Tasks - 1	
Basic Medical - Exam	🚩 - Basic Medical Exam - Number of Required Tasks - 1	
CAP Drivers License	🚩 - Driver's License - Number of Required Tasks - 1	

For the Basic Medical – Military Waiver you will see a screen similar to the following:

Select CAP Qualification
Basic Medical - Military Waiver

✓ = Complete 🚩 = Not Complete

Basic Medical - Military Waiver		
Qual/Task Name	Completed Date	Expiration Date
Basic Medical - Course	🚩 - Basic Medical Course - Number of Required Tasks - 1	
Basic Medical - Exam	🚩 - Basic Medical Exam - Number of Required Tasks - 1	
Basic Medical Waiver - Military ID	🚩 - Military ID - Number of Required Tasks - 1	
Basic Medical Waiver - Supporting Documentation	🚩 - Military Waiver Supporting Documentation - Number of Required Tasks - 1	
Basic Medical Waiver - Expired Driver's License	🚩 - Military Waiver - Driver's License - Number of Required Tasks - 1	04 Aug 2017 - (Pending) Does not expire - (Pe

When you click on the “Qual/Task Name, you will be taken to the FAA Requirements page as shown in the screen shot on page 3.

Enter the applicable information which will be submitted for Validation.

If you have any questions, please contact CAP Headquarters at DO@capnhq.gov.