

Enclosure (6): MEDICAL REVIEW PROCESS

1. The Coast Guard issues (or denies) credentials and medical certificates under the authority of 46 U.S.C. 7101. In the case of physical or medical standards, a limitation or waiver may be granted, as discussed in 46 CFR 10.303, if extenuating circumstances warrant special consideration.
2. If an individual submits his or her application for a medical certificate to the Coast Guard, the physical examination report will be thoroughly reviewed for significant medical conditions, such as those listed in Enclosure (4), early in the evaluation process. The Coast Guard will advise the applicant immediately if there are any discrepancies or if any additional information is needed. This will give the applicant time to schedule necessary appointments, receive test results, or meet other requirements to prevent unnecessary delays. *See* 46 CFR 10.304.
3. A limitation or waiver may be granted for the vision and hearing requirements in Enclosure (3) of this NVIC.
4. The NMC will review all medical or physical conditions subject to further review per Enclosure (4) of this NVIC. The following information, if applicable, should be forwarded to the NMC:
 - a. A statement of the medical or physical condition(s) requiring review by the NMC;
 - b. A copy of all information from the physician addressing the mariner's diagnosis, prognosis, evaluations, tests, medications (dosage, side effects), and limitations as discussed in the guidelines in Enclosure (4) of this NVIC, and as outlined on the Coast Guard Web site (www.uscg.mil/nmc/medical);
 - c. A copy of the applicant's completed Form CG-719K, CG-719K/E, as applicable.
 - d. A copy of the mariner's application, including a detailed description of the credential for which the applicant is applying and/or holds;
 - e. A copy of any current medical waivers granted to the applicant by the Coast Guard; and
 - f. Any additional information that may be useful in evaluating the physical or medical condition(s) of the applicant. In this regard, recommendations from agencies of the Federal government operating government vessels, as well as owners and operators of private vessels, made on behalf of their employees, will be given full consideration.
 - g. In all cases, the information should include a narrative from the cognizant medical practitioner describing the condition(s), prognosis, any limitations, medications

Enclosure (6): MEDICAL REVIEW PROCESS

- prescribed for the condition(s), and any side effects from the medications that the applicant may experience. Conditions that physically restrict a mariner from being able to perform his or her duties should include a report of a practical demonstration of the applicant's physical abilities and limitations as discussed in Enclosure (2) of this NVIC.
5. Incomplete information will result in delay. The NMC medical reviewers will examine all physical and medical condition(s) noted on Form CG-719K and/or CG-719K/E, as additional conditions may be related to the specific condition(s) in question.
 6. The NMC will review all information provided, and will determine one of the following:
 - a. The applicant is physically and medically qualified for the certificate without any limitations, waivers, and/or other conditions for issuance of the certificate.
 - b. The applicant is physically and medically qualified for the certificate with limitations and/or other conditions for issuance of the certificate as specified by the NMC.
 - c. The applicant does not possess the vision, hearing, or general physical condition necessary, but a certificate may be issued with appropriate limitations, waivers, and/or other conditions for issuance of the certificate as specified by the NMC.
 - d. Additional information is necessary to determine if the applicant is physically and/or medically qualified for the certificate. The NMC will request additional information from the applicant. The NMC may hold the package pending receipt of that information before the package and/or application is returned unprocessed.
 - e. The applicant is not physically and/or medically qualified for the certificate. The application for a certificate will be denied by the Officer in Charge, Marine Inspection.
 7. The Coast Guard will inform the applicant of the results of its review. If issuance of a medical certificate is denied due to a determination that the applicant is not physically and/or medically qualified, the applicant shall be informed in writing of the cause and advised of the right to reconsider and appeal the decision in accordance with 46 CFR part 1, Subpart 1.03. Under this subpart, the applicant may seek reconsideration of the denial of a certificate within 30 days of the date of the denial. The applicant may subsequently appeal the reconsideration decision within 30 days of the date of the reconsideration decision. The 30-day time limit to file an appeal may be extended

Enclosure (6): MEDICAL REVIEW PROCESS

upon a showing of good cause. The initial decision to deny the application remains in effect while the reconsideration and appeal are ongoing, unless the action is stayed by the Coast Guard. Detailed instructions regarding the reconsideration and appeal process are provided to all applicants who are denied a certificate. The existing medical certificate remains in effect until expired.

8. If a medical waiver is granted, certain conditions may be placed on the mariner in order to maintain the waiver. These conditions may include, at a minimum, that any deterioration of a waived medical condition be immediately reported to the Coast Guard. Where the waived medical condition is progressive, the waiver may require the mariner to submit medical exams and/or tests at varying intervals to track the ongoing status of the waived medical condition. *See* 46 CFR 10.303. Applicants have the right to appeal any conditions placed on a waiver in accordance with 46 CFR part 1, subpart 1.03 (*see* Paragraph 7 of this enclosure). The certificate should not be issued unless the mariner signs a document acknowledging, and agreeing to, all conditions placed on the waiver.
9. On a case-by-case basis, the NMC will consider individual proposals from applicants (along with their employers, as appropriate) for certificates to be issued with appropriate limitations, waivers, and/or other conditions in order to address concerns associated with medical conditions subject to further review (Enclosure (4)) or the inability to meet the physical ability guidelines (Enclosure (2)). *See* 46 CFR 10.303(c).
10. Designated Medical Examiners (DMEs). The Coast Guard may designate certain medical examiners to perform physical examinations on mariners. Physical examinations conducted by a DME may help ensure completeness of the physical examination and reduce processing time. The criteria for becoming a DME will be specified by the Coast Guard when this program is initiated.
11. In all cases, the NMC Medical Evaluations Division staff is available to provide consultations and educational outreach to medical practitioners and maritime industry medical representatives on the conduct of mariner medical examinations and proper documentation to facilitate NMC evaluations. Maritime industry and professional medical organizations are encouraged to utilize NMC staff for educating healthcare providers and others involved in mariner medical examinations.