



CIVIL AVIATION AUTHORITY  
OF NEW ZEALAND  
*Te Mana Rererangi Tūmatanui o Aotearoa*

1 / June 2025

## Medical Unit

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[med@caa.govt.nz](mailto:med@caa.govt.nz)

## Upcoming Events

CAA ME Day  
12 September 2025  
Woodbourne Airforce  
Base, Blenheim

Please save this date (and  
book flights and  
accommodation) for our next  
training day.

Please let us know any topics  
you would like covered this  
year via our email address.

We have made a later start  
time to allow for flights arriving  
on the day.

*Draft programme attached at  
the end of this newsletter.*

# Update for MEs

*Welcome to this newsletter which contains  
important information.*



## Introducing Alex McDonald – new SMO

We would like to welcome Alex McDonald who  
joined CAA as a Senior Medical Officer in February  
2025. Alex comes to us from the RNZAF after  
12 years as an Aviation Medical Examiner. She is  
looking forward to working with all the Medical  
Examiners over the coming months.

## 2025 Regulatory Training for new Medical Examiners

19 applicants from NZ and overseas have now successfully completed their  
Regulatory Training which consisted of new e-learning modules on CAA's  
Learning Management System, online assignments, virtual meetings and two  
day in person meeting in Wellington. The revised course format allowed  
learners to have access to e-learning modules for the entire duration of the  
course and enabled more time for case studies and workshops.

## Update on new forms following 2023 Act implementation

Thank you for efficiently updating your processes to include the new forms  
and certificates. Please refer to the website for the latest [forms](#). These should  
be used to enable consistency of information submitted, received and filed  
within CAA medical database.

**Audiometry** – please use the CAA Audiometry forms for submission of  
audiometry results (see [forms](#)). Please refer to General Directions  
Examination Procedures for audiometry reporting requirements.



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## Reminders

Please ensure that the conditions referred to on the MAR, letters are also referenced in the certificate.

## Contacting CAA

[med@caa.govt.nz](mailto:med@caa.govt.nz)

This email address is where all enquiries should be directed. The team will ensure your enquiry / request gets to the right person or the Duty Doctor inbox as required.

We have noted that sometimes medical reports are submitted as screenshots/ images from a phone or computer, and these are difficult to read or interpret as timelines cannot be clearly determined. We will request re-submission for reports submitted as screenshots/images.

## Updates

**Changed advice: SER** – the previous advice that a spare pair of spectacles was only required if uncorrected vision was 6/24 or less has been deleted. Pilots wearing visual correction are required to have spare spectacles, consistent with ICAO SARPs.

**Medical Manual change: vertical phorias** – the limit for vertical phorias in the ophthalmology section in the medical manual and the CAA SER have been aligned. The limit is 1 prism dioptre. An AMC is required beyond this limit.

**CAA and CASA clinical guidelines / medical manual** – CAA and CASA Av Med teams have commenced a joint collaboration to update and add new guidance material available to MEs and pilots or ATCs. Three teams of CAA and CASA SMOs have started working through over 50 guidelines. The aims are to provide updated information to assist with ME and DAME decision making, and to harmonise the clinical guidelines for both regulators as much as possible.

You will be updated on the new guidelines as they become available and uploaded on the CAA and CASA websites. These will also be topics for our online ME CME sessions, which will be started shortly.

**Venlafaxine** – is now an approved antidepressant for medical certification. Please remember an AMC application for flexibility may be needed.

## Audits

We have completed a number of audits of MEs over the last few months with mostly very reassuring outcomes.

We plan to audit all MEs over a 3-5 year period and hope you find this a mutually beneficial process. We get to appreciate your working environment and answer any questions that you have at the same time.

We too are being audited by ICAO in July for the first time since 2006. This has required much preparation for onsite meetings with the ICAO auditors during early July.

Best regards

**Aviation Medicine Team**

## CAA CME programme

RNZAF Base Woodbourne  
Woodburne Airport  
Blenheim



**Friday 12 September 2025 | 09:00 – 16:30**

Time	Topic	Presenter
09:00 – 09:15	Registration	Coffee on arrival
09:15 – 09:25	Welcome, Introduction	Tim Sprott/Christine Harris
09:25 – 09:55	Medication update	Claude and Tim
09:55 – 10:25	Head injury	Alex
<b>10:25 – 10:45</b>	<b>Morning tea</b>	
10:45 – 11:15	Friendly reminders/Updates	Claude Preitner
11:15 – 12:30	Case Studies	All
<b>12:30 – 13:15</b>	<b>Lunch</b>	
13:15 – 13:35	Team update, administration & statistics	Advisors
13:35 – 13:45	CMO update	Tim Sprott
13:45 – 14:20	ME Challenges	Open Forum
14:20 – 14:50	TBA	
<b>14:50 – 15:10</b>	<b>Afternoon tea</b>	
15:10 – 15:40	Q & A's	Claude and Michael
15:40 – 16:30	Case studies	All
16:30 – 16:40	Feedback form returns	
16:40 – 16:45	Meeting close	

**Note: Programme subject to changes**