

Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun

660 Davis Street, San Francisco, CA 94111
Phone: (415) 397-2253 Fax: (415) 397-9463
bopc@ca.gov



January 1, 2015

(updated 06-27-2016)

To: BOPC Licensed Pilots and Pilot Trainees

From: Allen Garfinkle, Executive Director

Re: Medical Assessment and Fitness Determination Guide

Purpose The purpose of this Medical Assessment and Fitness Determination Guide is to provide information regarding medical assessments and fitness determinations for BOPC licensed pilots and pilot trainees.

Background The BOPC is required to ensure that pilots and pilot trainees are physically and mentally fit to perform their duties. To achieve this purpose, pilots and pilot trainees must periodically undergo fitness determinations by BOPC-appointed physicians pursuant to BOPC-prescribed standards.

On April 1, 2014, new pilot and pilot trainee fitness regulations became effective that provide for certain requirements and procedures for pilot and pilot trainee medical assessments and fitness determinations.

On May 9, 2014, the BOPC entered into a multi-year interagency agreement with the Regents of the University of California, San Francisco Campus for implementation of the new fitness regulations.

What is a medical assessment? A medical assessment consists of a comprehensive physical and medical exam, and at minimum includes:

- ✓ a document review;
- ✓ a thorough physical examination;
- ✓ an agility test;
- ✓ a toxicological test;
- ✓ a review of prescribed medications; and
- ✓ an evaluation by the Medical Review Officer.

What is involved in the agility test? An agility test is designed to simulate the physical demands of piloting and includes balance, pilot ladder circuit climb, stair climbing, floor to waist lifts, a single rope slide, and heart rate recovery after activity. The test will be conducted by a personal trainer, physiotherapist, occupational therapist or kinesiologist, under the direction of a BOPC-appointed examining physician. (See attached "Components of Agility Testing.")

Agility tests are conducted biennially after the first testing.

Agility tests will be conducted at the San Francisco Bar Pilots' (SFBP) Pier 9 gym.

Agility tests will be offered once or twice a month on Wednesdays.

What is involved in the toxicological test?	A toxicological test involves testing for dangerous drugs, anti-depressants, anti-psychotics, anti-convulsants, barbiturates, amphetamines, benzodiazepines, sedative hypnotics, and opiates contained in pain medication.
When are medical assessments required?	<p>Medical assessments are completed upon:</p> <ul style="list-style-type: none"> ✓ acceptance of a position in the Pilot Trainee Training Program; ✓ application for an original pilot license; ✓ application for the renewal of a pilot license; ✓ annually prior to the anniversary of a trainee's admission into the Pilot Trainee Training Program. <p>Additionally, a medical assessment may be required following certain circumstances such as:</p> <ul style="list-style-type: none"> ✓ upon the direction of a BOPC-appointed physician prior to returning a pilot or pilot trainee to duty after an absence from duty for medical reasons that continued for either 30 consecutive days or a total of 30 days in any 60-day period; ✓ upon the direction of a BOPC-appointed physician following a referral by the BOPC or the BOPC Executive Director; ✓ upon the direction of a BOPC-appointed physician following receipt of a notice from the pilot or pilot trainee of changes in his or her medication or medical condition; or, ✓ following receipt of correspondence from the U.S. Coast Guard concerning a pilot's medical condition.
What determinations are made following a medical assessment?	<p>Based upon the results of a medical assessment or other fitness determination by an examining physician <u>and</u> the Medical Review Officer, a pilot or pilot trainee examined will be determined to be one of the following:</p> <ul style="list-style-type: none"> • Fit for Duty • Not Fit for Duty
Do BOPC-appointed physicians provide medical treatment?	BOPC-appointed physicians determine fitness for duty, and do not provide medical treatment.
Who pays for the cost of a fitness determination?	The cost of a fitness determination is borne exclusively by the BOPC.
What are the current fitness regulations?	BOPC fitness regulations are found in Sections 217–217.45 of Title 7 of the California Code of Regulations.

Where do I go for a medical exam?

Medical exams will be conducted by appointment only at:

UCSF Medical Center, Division of Occupational Medicine

Physical Address (and Overnight Mail Deliveries):
2330 Post St., Suite 460
San Francisco, CA 94115

Regular Mail Address:
P.O. Box 1661
San Francisco, CA 94143

Phone: (415) 885-7580
Fax: (415) 514-5614 (secure email fax)
Hours: Monday—Friday (see Timeline below for available appointment days)
7:30 a.m. – 4 p.m.



A public parking garage is located off Erkson Court. UCSF charges for parking.

Who do I contact for an appointment?

Primary Contact:

Pallavi Sharma*
(415) 885-7675
Pallavi.Sharma@ucsf.edu

Secondary Contact:

Michele Sahl*
(415) 514-6038
michele.sahl@ucsf.edu

Agility Tester:

Cathy O'Connor
(415) 885-7419
Cathy.Oconnor@ucsf.edu

Who will conduct the medical exam and agility test?

Medical exams will be conducted by one of the following examining physicians selected by the pilot/pilot trainee:



Dr. Robert Harrison, MD, MPH

Dr. Robert Harrison joined UCSF in 1984. He founded and has directed UCSF Occupational Health Services for more than 15 years, and now is a senior attending physician. He has diagnosed and treated over 10,000 patients with work- and environmental-induced diseases and injuries. He also directs the worker tracking investigation program for the California Department of Public Health.

Harrison received his B.A. from the University of Rochester and his M.D. from the Albert Einstein College of Medicine. He is board certified in both internal medicine and occupational medicine. He has served on the California Occupational Safety and Health Administration (Cal/OSHA) Standards Board, and authored numerous publications in the area of occupational medicine. He is a clinical professor of medicine at UCSF.



Dr. James Seward, MD, MPP, MMM

Clinical Professor, Environmental Health Sciences
Medical Director, Lawrence Livermore National Laboratory
Co-Director, UCSF-UCB Joint Residency in Preventive Medicine

Dr. Seward received his medical degree and completed residencies in Internal Medicine and Occupational Medicine at UCSF. He is board certified in Internal Medicine and Preventive Medicine (Occupational Medicine) and completed a Masters in Medical Management at Tulane University. Dr. Seward also holds a Masters in Public Policy from UC Berkeley (UCB). He is a Clinical Professor of Medicine at UCSF, Clinical Professor of Public Health at UCB as well as the co-director of the Joint UCSF-UCB Preventive Medicine Residency. He also teaches occupational and environmental medicine at the UCB School of Public Health and serves as Chair of the UCSF Occupational Medicine Residency Advisory Committee.

Dr. Seward was a Robert Wood Johnson Clinical Scholar and a Fulbright Scholar. He is a Fellow of the American College of Occupational and Environmental Medicine, the American College of Preventive Medicine, and the American College of Physician Executives. Dr. Seward also served as Medical Director at Lawrence Livermore National Laboratory where he directed the Occupational Medicine Program.

Dr. Seward has worked on primary health care development in Russia and Azerbaijan. His focus has been on the development of community-oriented primary care and on the incorporation of preventive health services into the clinical model. He also has an interest in occupational and environmental health in the global arena and has created a model environmental health curriculum for a new School of Public Health in Guyana. His experience includes work in health programs in Nicaragua and Mexico. He has taught in the Masters in Global Health Program since its inception.



Dr. Dennis Shusterman, MD, MPH

Education:
MD, UC Davis, 1978. Rotating Internship, The Waltham Hospital, 1978-1979. FP Residency, San Jose Hospital, 1979-1981. MPH, Environmental Health Sciences, UC Berkeley, 1982. Clinical Fellowship in Environmental Medicine, UCSF, 1994-1996.

Employment:
Medical Director, Sonoma County Indian Health Project, 1981-1984. Public Health Medical Officer, CA Dept. of Health Services, 1985-1991; Cal/EPA, 1991-1994. Full-time faculty, UCSF/SFGH Division of Occupational and Environmental Medicine, 1994-2004. Professor of Medicine and Environmental & Occupational Health Sciences, University of Washington, 2004-2007. Chief, Hazard Evaluation Section and Information Service (HESIS), CA Dept. of Public Health, Occupational Health Branch, Richmond, CA, 2007-2014.

Current research activities:
Co-PI (with John Balmes, MD), FAMRI Clinical Innovator Award: "Second-hand smoke and sinusitis: Effect of sidestream smoke on sinus ostial patency." Affiliated with Human Exposure Laboratory, SFGH, and Upper Airway Biology Laboratory, UC Berkeley / Richmond Field Station.

Agility tests will be conducted by:

1. Cathy O'Connor

All exams and reports will be reviewed by the Medical Review Officer (MRO):



Dr. Robert Kosnik, MD

Dr. Robert Kosnik is a certified occupational medicine specialist in both the U.S. and Canada. In Canada, his practice provided professional services for more than 20 years to a variety of industry sectors, including health care. At UCSF, Dr. Kosnik provides leadership to Occupational Health Services with a focus on maintaining the health of the staff and preventing the transmission of communicable diseases in the UCSF Medical Center and the research laboratories.

Dr. Kosnik has contributed to professional associations as a past president of the Occupational and Environmental Association of Canada, a past chair of the examination committee for the Royal College of Physicians and Surgeons of Canada in the specialty of occupational medicine, and president of the Association of Occupational and Environmental Clinics in the United States. He is a clinical professor of medicine in the Division of Occupational and Environmental Medicine at UCSF.

(Note: Dr. Kosnik may designate any of the examining physicians an acting MRO since all are qualified and have been pre-approved as MRO by the BOPC Executive Director.)

Initial or Annual Exam

For an initial or annual medical exam, the person undergoing assessment must provide to the Primary or Secondary UCSF Contact:

What documents do I provide to the examining physician?

- ✓ the most recent CG-719K;
- ✓ all supporting documentation for medical conditions and medications requiring further review or waiver under the guidelines set forth in NVIC 04-08;
- ✓ as soon as available, any correspondence from the U.S. Coast Guard concerning a right to act under the authority of the pilot endorsement to the federal merchant mariner credential;
- ✓ a complete list of prescribed medications;
- ✓ a complete list of prescribed durable medical equipment;
- ✓ a signed "Disclosure of Information" form; and,
- ✓ upon initial medical assessments for both pilots and pilot trainees, a signed "Notice, Disclosure, and Acknowledgement and Consent to Disclosure" form.

Other than Annual Exam

What is my duty to report medical information between annual medical exams?

Physician Reporting. A pilot or pilot trainee is required to send a completed "Notice to Board-Appointed Physician" form to the examining physician who completed his or her most recent physical (or to the MRO if the examining physician is unavailable) upon the following events:

1. Within 10 days of the prescription of either a new dosage or new medication.
2. Within 10 days of the suspension or interruption of the use of a prescribed medication.
3. Upon the diagnosis by a physician of a medical condition that is listed in the CG-719K form.
4. Upon receipt of correspondence from the U.S. Coast Guard concerning the person's medical condition and right to act under the authority of the pilot endorsement to the federal merchant mariner credential.
5. Upon any change in medical condition that may impair the ability of the individual to conduct the duties of a pilot or pilot trainee.
6. After being absent from duty for medical reasons for a period of 30 consecutive days or for a total of 30 days in a 60-day period.

Notices to the examining physician (or MRO) must include supporting information, such

as a statement from a physician providing care, diagnostic information, medication or durable medical equipment prescriptions, consultations, and any other information as outlined in the guidelines of NVIC 04-08.

BOPC Executive Director Reporting. Concurrent with the notice to the examining physician (or MRO), a pilot or pilot trainee shall also submit a completed “Notice to Executive Director” form to the BOPC Executive Director. This notice need not include the supporting information that is provided to the examining physician (or MRO).

What happens after I submit medical information between annual physicals?

The examining physician will evaluate the information provided and decide what is necessary to make a determination of fitness for duty. A new medical assessment may not be required in all cases. Depending upon the nature of the medical information, the examining physician may do any of the following:

1. Make a fitness determination on the basis of the medical information received.
2. Make a fitness determination after conducting an additional inquiry including consultations, testing, clinical investigations or review of medical records.
3. Direct that a new medical assessment be conducted.

The MRO will review the examining physician’s decision, and make an independent determination whether additional inquiry or a new medical assessment is necessary.

Together the examining physician and MRO will complete a “Statement of Fitness for Duty” form.

Can the BOPC initiate a fitness determination?

If information is obtained by the BOPC or staff that provides a reasonable basis for concluding that a pilot or pilot trainee may have become unfit to perform his or her duties, the BOPC or the BOPC Executive Director shall refer the matter to the MRO for evaluation by the examining physician.

The referral shall be in writing and describe the reasons for the referral.

The BOPC Executive Director may also order the pilot or pilot trainee to cease performing pilot or pilot trainee duties until the person is found fit for duty.

What happens if I am found not fit for duty (NFFD)?

If an examining physician or the MRO determines that a pilot or pilot trainee is NFFD, the BOPC Executive Director shall immediately place the pilot or pilot trainee on medical disability leave and notify the person in writing. A pilot or pilot trainee shall not resume piloting/trainee duties until a written notice has been received from the BOPC Executive Director that the medical disability leave is terminated.

Sections 217.35 and 217.40 of Title 7 of the California Code of Regulations provide additional information about a NFFD determination.

Timeline of Initial or Annual Medical Assessment Events

The following is a timeline of events for completion of a medical assessment (individual cases may vary):

Time Before License Issuance or Renewal	Action
90 Days	<p>1. Schedule a medical exam with the Primary Contact or Secondary Contact approximately 45-60 days prior to license issuance date.</p> <p>Allow 3 hours for an exam. Exams are by appointment only and offered three days a week—Mondays, Thursdays and Fridays (availability of exams may be limited during certain times of the year, particularly summer).</p> <p>2. Call an Agility Tester to schedule an agility test. Agility testing will be conducted two times a month, on either Monday or Wednesday at SFBP's gym. The agility testing will need to be completed within 30 days before or after the physical exam.</p> <p>3.</p>
60-90 Days	<p>Prior to a medical exam appointment, submit required documents to Primary Contact. See page 5 for required documents listing.</p>
60 Days	<p>Medical exam appointment. Specimens will be taken for a urine drug screen and a toxicological test panel.</p>
53 Days	<p>Lab results from the drug screen and toxicological test are sent to examining physician and MRO.</p>
30-60 Days	<p>If required, complete agility test within 30 days before or after the medical exam. Allow additional time for follow-up questions and re-testing.</p>
0-30 Days	<p>MRO submits a completed Statement of Fitness for Duty form to the BOPC Executive Director and the Executive Director notifies the pilot, pilot trainee, or Pilot Trainee Training Program applicant of the fitness determination.</p> <p>NOTE: It can take up to 30 days after a medical exam for UCSF to issue a Fit for Duty determination.</p>

Timeline of Medical Assessment Between Annual Medical Assessments

The timeline of a medical assessment for medical issues during times other than an annual medical assessment vary based upon the medical issue. See pages 5 and 6 for documents to provide and related timeline, and a description of potential physician actions that may be taken.

ATTACHMENTS

- Components of Agility Testing
- Forms:
 - ◆ Notice, Disclosures, and Acknowledgement and Consent to Disclosure Form; Version March 28, 2013
 - ◆ Disclosure of Information Form; Version March 28, 2013
 - ◆ Notice to Board-Appointed Physician Form; Version March 28, 2013
 - ◆ Notice to Executive Director Form; Version March 28, 2013
 - ◆ Statement of Fitness for Duty Form; Version March 28, 2013
 - ◆ Fitness for Duty Notification Form; Version March 28, 2013

OTHER FORMS AND RESOURCES:

The following forms can be found on the BOPC website at: <http://www.bopc.ca.gov/links.htm>

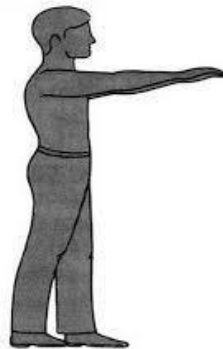
- CG-719K (Rev. 01-09)
- NVIC 04-08 (September 15, 2008)

The following resources can be found at the BOPC website at: <http://www.bopc.ca.gov/regs.htm>

- Harbors and Navigation Code, Division 5, Pilots for Monterey Bay and the Bays of San Francisco, San Pablo, and Suisun (§§ 1100-1203)
- California Code of Regulations, Title 7, Sections 217—217.45.

COMPONENTS OF AGILITY TESTING

1. **Treadmill/Elliptical warm-up:** 7 minutes at 2.5 mph to 3.5 mph
2. **Romberg Test:** Standing with feet aligned in tandem (heel directly in front of toes of opposite foot)
 - Arms extended in front at 90 degrees
 - Hold position with eyes open X 10 seconds
 - Hold position with eyes closed X 10 seconds.



Romberg Test

3. **Single limb stance with 4-point toe touch.**

- Stand on one leg.
- With the non-weightbearing foot:
 - With the moving foot, reach as far as possible forward and make a light touch on the line directly in front of you without compromising the single leg stance. Return the moving foot back to the center position.
 - With the moving foot, reach as far backward as possible and touch a point directly in back along the line without compromising the balance position. Return to center position.
 - With moving foot, reach as far out to the side as possible without compromising the single leg stance and touch a point along the line. Return foot to center position.
 - With moving foot, touch at point crossed behind and out to the opposite side of the weightbearing foot. Return to center position.



4. **Squat on level ground and on BOSU®-thigh at least 45 degrees to horizontal**



5. **Pilot ladder circuit climb from platform**

- Step from 2' by 4' platform onto rope ladder
- Climb up/down 8 rungs of vertical ladder
- Step back onto 2' by 4' platform from pilot ladder

6. **Pilot ladder to hand rope (must wear gloves)**

- Climb pilot ladder to a height of 6 ft off the ground
- Transfer to rope ladder and slide to ground level

7. **Floor-to-waist lift**

- 20 pounds
- 40 pounds

8. **Stair climb**

- 4 sets of 21 stairs
- Heart rate and blood pressure measured pre- and post-stair climbing



Notice, Disclosures, and Acknowledgement and Consent to Disclosure

BOPC Use Only

BOARD OF PILOT COMMISSIONERS FOR THE BAYS OF SAN FRANCISCO, SAN PABLO, AND SUISUN (BOPC)

Page 1 of 2

The Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun assesses present and prospective pilots and pilot trainees to determine their physical and mental fitness to perform the duties of pilots and pilot trainees. In making this assessment, the Board collects personal health information from those subject to assessment. This document contains the notice required by the Information Practices Act of 1977 when a state or local agency collects personal information, makes disclosures about the nature of the information collected and the use that is made of it, and provides for consent to the disclosure of the information in connection with the fitness assessment and with Board processes requiring review of the information.

NOTICE

The Information Practices Act of 1977 requires that a notice be provided when collecting personal information from individuals. (Civil Code § 1798.17.) The Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun collects personal information to assess whether present and prospective pilots and pilot trainees are physically and mentally fit to perform the duties of pilots and pilot trainees. Collection of this information is authorized by Sections 1175 and 1176 of the Harbors and Navigation Code and by Title 7, Division 2, Article 5 of the California Code of Regulations. Provision of the requested personal information by persons being assessed is mandatory. Failure to provide the information will result in a determination that the person subject to assessment is not fit for duty.

The personal information collected may be disclosed to a federal, state, or local law enforcement agency under Section 1157.4 of the Harbors and Navigation Code, to a federal or local governmental entity when required by law, and to a state agency where the information is necessary to the performance of that agency's duties and the use of the information is compatible with a purpose for which the information was collected by the Board of Pilot Commissioners.

Persons assessed have a right of access to records containing the personal information that the Board collects from them to assess their fitness for duty. The Board official who is responsible for the Board's system of records and who shall, upon request, inform those providing the information regarding the location of the records and the categories of any persons who use the information in those records is the Executive Director, Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun, 660 Davis St., San Francisco, CA 94111, Telephone (415) 397-2253.

DISCLOSURES

The following disclosures concern the information required of those subject to determinations of their fitness for duty, the uses that will be made of that information, the consequences of failure to provide that information, and the scope of the duties of Board-appointed physicians as they relate to the persons being assessed.

1. The Board assesses present and prospective pilots and pilot trainees to determine their physical and

mental fitness to perform the duties of pilots and pilot trainees. To achieve this purpose, persons subject to assessment must disclose all information bearing on their fitness to perform their duties. This information includes the information required by the Board's regulations, including (1) a copy of the most recent Merchant Mariner Credential Medical Evaluation Report, Form CG-719K Rev. (01-09), along with all supporting documentation submitted to the U.S. Coast Guard for any medical condition or medication requiring further review and for any request for a medical waiver; (2) all documentation of the results of the review by the U.S. Coast Guard National Maritime Center of Form CG-719K and supporting documentation; and (3) the results of the agility testing and toxicological testing required by the Board's regulations. Personal health care professionals, Board-appointed physicians, and other health care professionals must be free to share with one another all information relevant to a fitness for duty determination.

2. Health information of persons subject to medical assessment will be shared among Board-appointed physicians, personal health care professionals, other health care professionals, and, when necessary to Board processes set forth in the Board's regulations, with members of the Board, the Executive Director, and Board counsel. These Board processes include reported absences for medical reasons, appeals of fitness determinations, review of disability pension applications, and consideration of actions under Sections 1180 through 1183 of the Harbors and Navigation Code.

3. When, to complete a fitness determination, a Board-appointed physician needs health information regarding the person being assessed from another health care professional, including medical records, examination results, results of diagnostic and laboratory tests, and consultations, it is that person's responsibility to arrange for provision of the needed information to the Board-appointed physician. Absent provision of such information, that person will be determined not fit for duty.

4. The fitness determinations required by the Board's regulations are solely to assess the fitness of persons to perform the duties of pilots or pilot trainees. The Board-appointed physicians who conduct these assessments do not provide medical care or treatment to the person assessed.

ACKNOWLEDGMENT AND CONSENT TO DISCLOSURE

I acknowledge that I have read the foregoing Notice and Disclosures regarding health information and fitness determinations. I give my consent for all information bearing on my fitness for duty to be disclosed to and shared among Board-appointed physicians, my personal health care professionals, and other health care professionals involved in assessing my fitness for duty. I also give my consent for such information to be disclosed to and shared among members of the Board, the Executive Director, and Board counsel, when necessary to Board processes set forth in the Harbors and Navigation Code or the Board's regulations. This consent shall remain in effect until such time as I am no longer subject to fitness determinations, whether annual or otherwise, under the Harbors and Navigation Code or Article 5 of the Board's regulations. I understand that this consent is voluntary. I also understand that refusal to provide this consent will result in a determination that I am not fit for duty.

Printed Name

Signature

Date



Disclosure of Information

BOPC Use Only

BOARD OF PILOT COMMISSIONERS FOR THE BAYS OF SAN FRANCISCO, SAN PABLO, AND SUISUN (BOPC)

This disclosure form is submitted in response to the requirement of Section 1176.5 of the Harbors and Navigation Code that certain information be disclosed to a Board-appointed physician at the time of the physical examination required by Section 1176 of the Harbors and Navigation Code.

Instructions: Please respond YES or NO to each question by checking the box applicable box. If the answer is YES, please provide supporting information on an attached sheet. Please print your name, and sign and date where indicated.

Trainees and Applicants for a Trainee Position Only:

1. Have you at any time been rendered incapable of safely operating a vessel or any other motor vehicle because of alcoholism, excessive and chronic use of alcoholic beverages, or addiction to, or habitual use of, any drug?
 YES NO
2. Have you at any time been addicted to the use of narcotic drugs or participated in a narcotic treatment program?
 YES NO
3. Have you at any time suffered from a disorder characterized by lapses of consciousness or experienced within the last three years either a lapse of consciousness or an episode of marked confusion caused by any medical condition that may bring about recurrent lapses?
 YES NO
4. Do you have any physical or mental disability, disease, or disorder that could affect your safe operation of a vessel or motor vehicle?
 YES NO

Licensees and License Applicants Only:

1. Have you at any time during the year prior to this examination been rendered incapable of safely operating a vessel or any other motor vehicle because of alcoholism, excessive and chronic use of alcoholic beverages, or addiction to, or habitual use of, any drug?
 YES NO
2. Have you at any time during the year prior to this examination been addicted to the use of narcotic drugs or participated in a narcotic treatment program?
 YES NO
3. Have you at any time during the year prior to this examination suffered from a disorder characterized by lapses of consciousness or experienced either a lapse of consciousness or an episode of marked confusion caused by any medical condition that may bring about recurrent lapses?
 YES NO
4. Have you at any time during the year prior to this examination had any physical or mental disability, disease, or disorder that could affect your safe operation of a vessel or any other motor vehicle?
 YES NO

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date

Signature

Applicant's Name (Printed)



Notice to Board-Appointed Physician

BOPC Use Only

**BOARD OF PILOT COMMISSIONERS FOR THE BAYS OF
SAN FRANCISCO, SAN PABLO, AND SUISUN (BOPC)**

To: Dr. _____, Board-Appointed Physician

I, _____, am requesting that you review my fitness for duty. You were the examining physician who completed my most recent CG-719K form.

I am requesting this review because:

- I have been prescribed either a new dosage of a medication or a new medication. I have attached an explanatory statement from a physician or pharmacist.
- I have suspended or interrupted use of the following prescribed medications;

If the suspension or interruption was in consultation with a physician, I have attached an explanatory statement from the physician.

- I have been diagnosed with a medical condition listed on the CG-719K form. I have attached a copy of the clinical investigations and consultations considered in making this diagnosis. I have also included a copy of the medical records from my primary care physician regarding this diagnosis.
- I have received correspondence from the U.S. Coast Guard concerning my medical condition and right to act under authority of the pilot endorsement to my federal merchant mariner credential. I have also attached copies of all correspondence with the U.S. Coast Guard regarding this action, including correspondence with any health care professionals.
- I have had a change in medical condition that may impair my ability to conduct the duties of a pilot or a pilot trainee. If this change in medical condition has been assessed by a physician, I have attached a copy of the supporting clinical investigations, consultations, and medical records from the physician.
- I have been absent from duty for medical reasons for 30 consecutive days or a total of 30 days in a 60-day period. The medical condition causing the absence is supported by the diagnosis of a physician, and I have enclosed a copy of the clinical investigations, consultations, and medical records supporting this diagnosis.

Applicant's Name (Printed)

Signature

Date



NOTICE TO EXECUTIVE DIRECTOR

BOPC Use Only

BOARD OF PILOT COMMISSIONERS FOR THE BAYS OF SAN FRANCISCO, SAN PABLO, AND SUISUN (BOPC)

To: Executive Director, Board of Pilot Commissioners

I, _____, requested a review of my fitness for duty on
_____ (MM/DD/YY) from the examining physician who completed my most recent medical
assessment. I requested this review because:

- I have been prescribed either a new dosage of a medication or a new medication.
- I have suspended or interrupted the use of a prescribed medication.
- I have been diagnosed with a medical condition listed on the CG-719K form.
- I have received correspondence from the U.S. Coast Guard concerning my medical condition and right to act under the authority of the pilot endorsement to my federal merchant mariner credential.
- I have had a change in medical condition that may impair my ability to conduct the duties of a pilot or a pilot trainee.
- I have been absent from duty for medical reasons for a period of 30 consecutive days or a total of 30 days in a 60-day period.

Date

Signature

Name (Printed)

cc: Port Agent



Statement of Fitness for Duty

BOPC Use Only

BOARD OF PILOT COMMISSIONERS FOR THE BAYS OF SAN FRANCISCO, SAN PABLO, AND SUISUN (BOPC)

To: The Board of Pilot Commissioners
for the Bays of San Francisco, San Pablo, and Suisun

Re: Captain _____ (Name of pilot or pilot trainee)

EXAMINING PHYSICIAN

I have assessed whether the above-named individual is fit to perform the duties of a pilot or a pilot trainee in accordance with the standards prescribed by the Board.

I have found this individual:

<input type="checkbox"/> Fit for Duty	<input type="checkbox"/> Not Fit for Duty
---------------------------------------	---

Examining Physician (Printed)

Signature

Date

MEDICAL REVIEW OFFICER

I have reviewed the fitness of the above-named individual to perform the duties of a pilot or a pilot trainee in accordance with the standards prescribed by the Board. On the basis of this review, I have found this individual:

<input type="checkbox"/> Fit for Duty	<input type="checkbox"/> Not Fit for Duty
---------------------------------------	---

<input type="checkbox"/> I concur with the Fitness for Duty Statement by the examining physician	<input type="checkbox"/> I do not concur with the Fitness for Duty Statement by the examining physician
--	---

Medical Review Officer (Printed)

Signature

Date



Fitness for Duty Notification

BOPC Use Only

BOARD OF PILOT COMMISSIONERS FOR THE BAYS OF SAN FRANCISCO, SAN PABLO, AND SUISUN (BOPC)

To: Captain _____

Re: Fitness for Duty Determination

Your fitness for duty has been reviewed by an examining physician and the Medical Review Officer. It has been determined that your fitness for duty status is as follows:

<input type="checkbox"/> Fit for Duty
<input type="checkbox"/> Not Fit for Duty

Should you have any questions about this determination, please contact me directly.

Executive Director
Board of Pilot Commissioners
(Printed)

Signature

Date

cc: Port Agent