

Procedure for the transfer of medical data and medical documentation for the State of Licence Issue (SOLI) change of a flight license or an attestation and related ratings and certifications.

1. - Introduction -

These provisions concern solely the transfer of the medical data and related medical records of a flight license or an attestationholders issued by one of the EASA Member States, in the event of a flight license or an attestation transfer to another EASA Member State formal request.

Please note that, does not fall in the forecast of this procedure the transfer of medical records related to:

- a) single medical examinations performed in Italy (although "Initial", that made the first medical fitness certification) in the absence of possession of a flight license or a certificate also for the purpose of the attainment "ex-novo" of a new flight license or an attestation from another EASA member State;
- b) single medical examinations in Italy by holders of flight license or certificate that are under the responsibility of the another Easa member State;

For the above mentioned cases, the medical documentation transmission to the competent Authority for a flight license/certificate will take place directly by aero-medical examiner (AME) or aero-medical center (AeMC) who have issued the certificate/medical report.

2. - Disclosure -

In application of the principles set out in the Air Crew Regulations (EU Regulations n.1178/2011 and 290/2012) which defines the rules for the issuance, revalidation, renewal or transfer of a flight license or an attestation and related ratings and certifications, the holder of a medical certificate Class 1/2, issued by certified Aero-medical Examiner (AME) or Aero-medical Center (AeMC), who intends to change the State of Licence Issue for a flight license or certification and related ratings held shall require also the transfer of related medical records of the initial and the last renewal/revalidation examination and last electrocardiogram and audiogram performed.

Therefore, this procedure applies to the holders of flight licenses/certificates, for the transfer from Italy to other EASA countries and from these to Italy, of the medical data (SOLI Form) and the medical documentation related to the medical certificate relevant to the flight license/certificate owned.



Consequently, reaffirming the concept, the transfers of medical records related to medical examinations carried out in Italy by those who have not got yet any flight license or attestation, are not covered by this procedure.

For holders of a flight license or an attestation, issued in another EASA Member State, who underwent medical examinations at Italian certified AME or AeMC, the relevant medical documentation concerning the examination, must be directly sent by AMEs and AeMCs to the NAA responsible for that license or attestation.

In detail:

- a) for the change of SOLI from Italy to other EASA Member State, the holder of a flight license/attestation shall submit the attached form to ENAC Aeromedical Section (AMS) for the issuance of the SOLI Form and the transfer of their medical files to the National Aviation Authority, that will be competent for their licence/flight certificate (new SOLI);
- b) for the change of SOLI from other EASA Member State to Italy, the holder of a license/attestation, shall activate this procedure by submitting the attached form to ENAC Aeromedical Section (AMS), in order to complete the request presented to ENAC Personnel Licensing & Operations Regulation Dept., for the transfer by the issuing State of a JAR FCL and PART FCL license/flight certificate, with relative ratings and certifications.

Consequently, it reiterates that, not covered by the rules of this procedure the medical documentation transfers related to medical examinations carried out in Italy by those who are not yet holders of a license or a flight certificate. For the holders of a license or a flight certificate, issued by another NAA EASA, who have carried out medical examinations at AME or AeMC certified by the Civil Aviation Authority, it will be care of these health bodies forward medical documentation concerning the visit made, the NAA responsible for the license or the attestation

3. - Implementation of the procedure and the SOLI Form issuance for the transfer of medical data and related documentation-

The application of this procedure is assigned to ENAC Aeromedical Section (AMS).

4. - Presentation of the application -

The application to initiate the medical data and related documentation transfer procedure must be submitted to ENAC AMS by the holder of the medical certificate, using the form provided in the website www.enac.gov.it page



Medicina Aeronautica (Aviation Medicine) - [Trasferimento dati medici](#) (Medical data transfer).

The application form and related attachments may be submitted:

- via Certified Mail to the ENAC address protocollo@pec.enac.gov.it if the applicant holds a certified electronic mail address;
 - to the ENAC AMS email address medical.verification@enac.gov.it if the applicant does not hold a certified electronic mail address;
 - to the postal address of ENAC Aviation Regulation Directorate - Aeromedical Section - Viale del Castro Pretorio, n. 118 - 00185 Rome – Italy.
- For email transmissions, the application form and related annexes must be forwarded in pdf. format only.

Simultaneous submission of the same instance through the different modes of transmission is not allowed.

5. - Application Form and attachments -

The application form must be legibly filled, with the date, the applicant's signature and the following attachments and documentation:

- Attachment 1 - Personal details;
 - Attachment 2 - Medical details;
 - Declaration, with the date and the applicant's signature for the informed consent to the acquisition and the release of own medical data by ENAC AMS to the new EASA Aviation Authority. The declaration must be transmitted in hard copy or electronically scanned separate from the remaining documentation required;
 - Copy or full scan of the last valid medical certificate¹.
- ¹ In the event that the expiry of the aero-medical certificate held is next to the date of submission of the application, it is advisable to undergo earlier the revalidation medical taking into account Requirement MED.A.045 b) Air Crew Regulation provisions.
- Copy or scan of a valid identity document.

It is not required to submit other documentation, such as medical reports, minutes of the visit, in addition to the above.

Note also that for the activation of this procedure for the transfer of medical data and medical file it is not requested any payment.

6. - Medical data and medical documentation transfer for the change of SOLI from other EASA Member State to Italy



For the transfer of medical data and documentation requests intended for the change from another EASA Member State of Licence Issue (SOLI) to Italy, in addition to the application and related annexes, the following documents are to be sent by the Authority responsible for the flight license or the attestation:

- the SOLI Form signed by a *medical assessor* of the AMS of NAA competent of the license or attestation to be transferred, in which are shown data of the initial medical examination, of the last renewal/revalidation visit, if any, any limitations put on the medical certificate, as well as a brief medical report in the case significant events such as diseases, trauma or surgery in the medical history of the applicant are occurred;
- a copy of the medical records of the initial visit, of the last renewal/revalidation visit and of the last electrocardiogram and audiogram performed.

Upon receipt of SOLI Form and the medical files, ENAC AMS reserves the right to inform ENAC Personnel Licensing & Operations Regulation Dept, responsible for flight licenses issuance, if emerging medical issues might render the pilot unable to safely exercise the privileges of the flight license/attestation to be transferred.

7. - SOLI Form for the transfer of medical data and medical documentation for the change of SOLI from Italy to other EASA Aviation Authorities -

Once satisfactorily carried out the provided checks, and after the acquisition of the necessary information, ENAC AMS shall issue and consequently deliver the SOLI Form to the AMS of the receiving EASA Aviation Authority (new SOLI).

The SOLI Form is released exclusively on ENAC letterhead and is signed by a medical assessor of the AMS, therefore the presentation of forms drawn up by other EASA Aviation Authorities is not necessary.

By forwarding the SOLI Form, ENAC AMS transmit to the AMS of the receiving EASA Aviation Authority, which will become responsible of the flight license or attestation (new SOLI), the applicant's medical data relating to the initial medical examination, the last renewal/revalidation certification carried out by the Aero-medical Centers (AeMC) or the Aero-medical Examiners (AME), certified according to Air Crew Regulation provisions, jointly with a brief medical report in the case significant events such as diseases, trauma or surgery in the medical history of the applicant occurred.



The ENAC AMS will give written notice to the applicant about the transmission of the SOLI Form to AMS of the receiving EASA Aviation Authority.

After sending the SOLI Form, ENAC AMS will formally ask the AeMC/AME, which carried out the medical examinations, to transfer the medical files to the AMS of the receiving EASA NAA (new SOLI).

The transfer of the medical files and records to the AMS of the receiving EASA NAA (new SOLI), which will be responsible for the flight license or the attestation transferred, will be made by ENAC AMS only after receiving formal notification directly from the new SOLI about his acceptance of the transfer request submitted by the applicant.

8. - Processing of applications -

At the reception, the applicant will receive an email confirming the acquisition of the request.

The processing of the application will follow the chronological order of submission. Completeness and appropriateness of the information contained in the application form are essential in order to facilitate the examination of the instances by ENAC AMS.

Incomplete or incorrect applications can therefore lengthen the time of investigation of the requests.

9. - Commencement -

This procedure is applicable from the date of publication on the ENAC website.



**Transfer of medical documentation for the State of Licence Issue (SOLI) change of a flight license or attestation and related ratings and certifications
Application Form**

ENAC
Funzione Organizzativa Medicina Aeronautica
Aeromedical Section
Viale del Castro Pretorio, 118 00185 Roma
mailto: medical.verification@enac.gov.it

Subject: _____
Last name *Name*

Application for the transfer of medical documentation for the State of Licence Issue (SOLI) change of a flight license or attestation and related ratings and certifications.

I, the undersigned _____
Last name *Name* *(D.o.B.)*

aware of the legal sanctions in art.76 of the Presidential Decree no. 445/2000 for fraudulent statements, pursuant the foreseen procedure,

apply for

the SOLI Form issue and my own medical files and records transmission for the change of the State of Licence Issue under the responsibility of the receiving EASA National Aviation Authority (NAA) _____

indicate the receiving EASA National Aviation Authority (new State of Licence Issue - SOLI)

declare,

under my own responsibility, according to articles 46 and 47 of the Presidential Decree no. 445/2000, that:

- I have never been declared permanently unfit by an AME or an AeMC;
- I am not holding presently any other valid medical certificate issued in my favour in another EASA Member State (other than the one I apply to be transferred);
- I have been informed, pursuant and Legislative Decree no. 196/2003, that my medical data will be stored, even electronically, and will be used for purposes relating to the transfer of my medical records and the release of the SOLI Form

enclose:

- attachments 1 and 2 of the present Form;
- Consent to release of medical information declaration;
- valid Id. document;
- held medical certificate.

Date _____ Applicant's Signature _____

Attachment 1	PERSONAL DETAILS
--------------	-------------------------

a. Last Name:

b. Name:

c. Date of Birth:

d. Place of birth:

e. State:

f. Passport/ID:

g. Normal residency address:

h. Phone/mobile:

i. E-mail/Fax:

j. Type and number of EASA flight licence held:

k. State of issue:

Attachment 2	MEDICAL DETAILS
--------------	------------------------

- a) **Class of the medical certificate held (Class 1/2/LAPL):** _____
- b) **Date of Class 1 Initial medical:** _____
(if applicable)
 issued by: _____
- c) any limitations put on the medical certificate:

- d) **Date of Class 2/LAPL Initial medical:** _____
 issued by: _____
- e) any limitation put on your medical certificate:

- f) **Date of the last renewal/rivalidation of the held medical certificate:**
 Class 1 _____ by _____
 Class 2/LAPL _____ by _____
- g) **Date of last audiogram performed**

 by _____
- h) **Date of last electrocardiogram performed**

 by _____
- i) **Indicate any significant current or past illness, trauma, surgery suffered:**
 cause and date:

cause and date:

Consent to release of medical information

Pursuant to the applicable law, I hereby authorize the AeMC, the AME, the ENAC Aeromedical Section and where requested the AMS of another State, the release of all the needed information, recognizing that these or other electronically stored data will be used for purposes relating to the transfer of my medical records and the release of the SOLI Form and will become and remain the property of the Authority, providing that I or my physician may have access to them according to applicable laws. Medical Confidentiality will be respected at all times

Date _____ Applicant's signature _____