



## HELICOPTER AIR AMBULANCE MANDATORY INSTRUCTIONS

**Paperwork Reduction Act Statement:** A federal agency may not conduct or sponsor, and a person may not provide information to, a collection of information subject to the requirements of the Paperwork Reduction Act unless it displays a unique identification number. The unique identification number for this information collection is 2120-XXXX. Public reporting burden for this collection of information is estimated to average 15 minutes per response, including reviewing instructions, searching existing data sources, gathering and maintaining the data needed, reviewing the collection of information, and reviewing the instructions. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden to the FAA at: 800 Independence Ave. SW, Washington, DC 20591, A

This Data Collection Worksheet is the method authorized by the FAA Administrator for collection of information. Helicopter Air Ambulance Operator authorized by Operations Specification paragraph A021 must submit a report regarding Helicopter Air Ambulance operations in accordance with Section 306 of the FAA Modernization and Reform Act of 2012.

This is a multi-page Microsoft Excel 2003 .xls workbook, compatible with most installed Excel versions. Make entries on the "REPORT" and "ACCIDENT DESCRIPTION" tabs of this template. Return to this page by selecting the "INSTRUCTIONS" tab.

Unless otherwise specified by your Principal Inspector, your reporting period will be the calendar month within the 30 day period following the end of the reporting period.

The following file naming convention **MUST** be observed, submittals that are not identified by the reporting period, followed by the company designator, and end with "HAA". For example: submittal file: "CY2015ABCD1234HAA.XLS". Make submittals via e-mail attachment and send to:

<9-AFS-HELICOPTER@faa.gov>

If you have any difficulty and need further assistance, please contact your Principal Inspector.

TOPIC	DEFINITION
<b>REPORTING PERIOD-</b>	Enter the reporting period as follows: Enter first date of report
<b>COMPANY IDENTITY-</b>	Enter Operator Name in <b>NAME</b> cell, enter FAA designator code
<b>IFR OPERATIONS-</b>	Report the total number of flights made during which helicopter air ambulance operations were performed

<b>UNUSED TRANSPORTS-</b>	Report in the <b>UNUSED TRANSPORTS</b> cell, the total number but was not utilized for patient transport . (EG: helicopter arrival transport was not possible or needed).
<b>ACCIDENTS-</b>	List number of accidents which occurred during performance c reporting period, describe the accident on the ACCIDENT DES
<b>FLIGHTS ACCEPTED VS. DECLINED-</b>	Report total number of flight requests that were <b>ACCEPTED</b> I Ferry (Maintenance)). Report total number of flight requests tl
<b>TIME OF DAY-</b>	List the aggregate number of flights which were launched by tin
<b>BASE LOCATIONS-</b>	List each base by <b>FACILITY</b> identifier if available, or Base na
<b>FLIGHT ACTIVITY by HELICOPTER USED-</b>	List each helicopter separately columnwise, by registration nur reporting period total and the total number of flight <b>HOURS</b> l

**EXAMPLE:**

<b>REPORTING PERIOD</b>				<b>IFR OPEN</b>	
<b>BEGINS</b>	<b>ENDS</b>			<b>IFR FLIGHTS</b>	<b>473</b>
1/1/14	12/31/14				
<b>COMPANY IDENTITY</b>				<b>UNUSED</b>	
<b>NAME</b>	Helicopter Air Ambulance Co.				
<b>DESIGNATOR</b>	HAAC1234				
<b>TIME OF DAY (UTC)</b>					
<b>DEPARTED</b>	<b>FLIGHTS</b>	<b>DEPARTED</b>	<b>FLIGHTS</b>	<b>N#</b>	<b>FLIGHTS</b>
	1135				1784
0000-0059	410	1200-1259		N 123HA	1024
0100-0159	725	1300-1359		N 124HA	760
0200-0259		1400-1459		N	
0300-0359		1500-1559		N	
0400-0459		1600-1659		N	
0500-0559		1700-1759		N	
0600-0659		1800-1859		N	
0700-0759		1900-1959		N	
0800-0859		2000-2059		N	
0900-0959		2100-2159		N	
1000-1059		2200-2259		N	
1100-1159		2300-2359		N	
<b>BASE LOCATIONS</b>					
<b>FACILITY</b>	<b>CITY</b>	<b>STATE</b>			
KDCA	ARLINGTON	VA			



# STATUTORY FLIGHT INFORMATION REPORT

A person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a request that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this collection of information is estimated to be approximately 6-16 hours per response, including the time for reviewing the collection of information, including the time for reviewing the collection of information, including the time for reviewing the collection of information. All responses to this collection of information, including suggestions for reducing the burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, should be sent to: Information Collection Clearance Officer, ASP-110.

Collection of Helicopter Air Ambulance Operations Flight Activity Data. Each Helicopter Air Ambulance Operator is required to report their flight operations as directed below. This collection effort is mandated by Congress via

the following systems. The DETAILED INSTRUCTIONS, BY TOPIC below will explain how to properly complete the report. Select from the tabs appearing near the bottom margin of this page to access those worksheets.

calendar year beginning January 1st and ending December 31st of the same year. Submit your report

in the following manner may not be accepted. The file name shall start with the calendar year of the reporting company with designator ABCD1234, reporting for calendar year (CY) 2015 would name their report as follows: ABCD1234\_2015. Send your email to:

[AIRAMBULANCEDATA@FAA.GOV](mailto:AIRAMBULANCEDATA@FAA.GOV)

Inspection Inspector.

DETAILED INSTRUCTIONS, BY TOPIC
Reporting period, inclusive, in <b>BEGINS</b> cell. Enter last date of reporting period, inclusive, in <b>ENDS</b> cell.
Designator (full 8 characters) in <b>DESIGNATOR</b> cell.
Hours were operated under IFR in the <b>IFR FLIGHTS</b> cell. Report the total number of flight hours during which operations were operated under IFR in the <b>IFR HOURS</b> cell.





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			N		
			N		
			N		
			N		
			N		



























































N			N		
N			N		
N			N		
N			N		
N			N		



**ACCIDENT SUMMARY:**

Company	
Designator	

**Instructions:**

- NTSB Number- Enter the accident identification number assigned by the NTSB.
- Date- Enter the date of occurrence of the accident.
- Registration Number- Enter the registration number of the helicopter involved.
- Make/Model Aircraft- Enter the helicopter make and model.
- Type of Flight- Enter the type of flight from the drop-down menu.
- Event Severity- Enter the severity of the accident in terms of aircraft damage (Destro
- Location- Enter the GPS geo-coordinates or the radial and distance from the ne
- Brief Description- Describe the circumstances leading to the accident. Include the appr time since reporting for duty that day, approval for use of NVIS, nun

**IF AN ACCIDENT OCCURRED WITHIN THE REPORTING PERIOD, PLEASE ENTER FOLLOWING "NONE" in the first NTSB No. Cell.**

<b>1</b>	NTSB No.		<b>BRIEF DESCRIPTION:</b>	
	REGISTRATION #			
	MAKE/MODEL			
	EVENT SEVERITY			
	LOCATION			
<b>2</b>	NTSB No.		<b>BRIEF DESCRIPTION:</b>	
	REGISTRATION #			
	MAKE/MODEL			
	EVENT SEVERITY			
	LOCATION			
<b>3</b>	NTSB No.		<b>BRIEF DESCRIPTION:</b>	
	REGISTRATION #			
	MAKE/MODEL			
	EVENT SEVERITY			

LOCATION

4

NTSB No.

BRIEF DESCRIPTION:

REGISTRATION #

MAKE/MODEL

EVENT SEVERITY

LOCATION

Reporting Period

From:

To:

yed, major, minor) and Casualties (fatalities, injuries, no injuries)

arest VOR.

roximate time of day, adverse weather, terrain or obstructions, apparent mechanical failure if any, pilot  
number of persons aboard, number of fatalities (if applicable), and any other pertinent information.

**3 INFORMATION (FROM NTSB PRELIMINARY ACCIDENT SUMMARY): If no accidents were suffered,**

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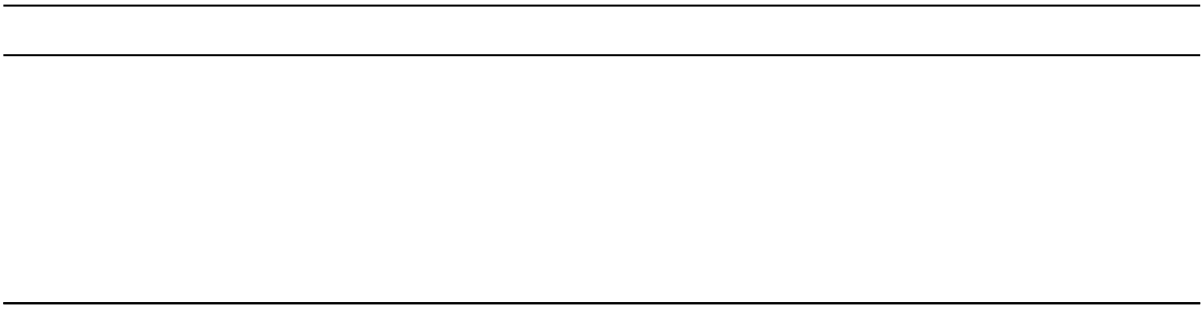
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flight

**enter**

