

Erlanger Health System Policy and Procedure

Origination Date: <u>3/1990</u>		
Approval: _____		
Reviewed Date:	Revised Date:	Approval: Date
3/2014		RT
5/2015		RT
4/2016		CEF
1-2017		CEF

Index Title: Visiting Aircraft

Originating Department: LIFE FORCE Air Medical

Number: 7193.1009

Description for EHS Intranet: Visiting Aircraft; Other Aircraft

Policy statement:

As Air Medical Programs conducting helicopter operations at Erlanger's helipad grow in number and frequency, it has become necessary for LIFE FORCE to adopt a set of standards to ensure safety as well as efficiency of operation.

Scope:

All LIFE FORCE Air Medical and LIFE FORCE Communications Personnel, and Employees of Visiting Aircraft

Definitions:

Procedure:

The following standards clearly state operational procedures and requirements for aircraft using the Erlanger helipad.

- Aircraft Liability insurance with a Limit of Liability of \$20,000,000 for each occurrence is required for all civil Air Medical Programs conducting operations at Erlanger's helipad. A current copy of the Certificate of Insurance must be filed with the LIFE FORCE Program Director and all policy changes or cancellations require immediate notification.
- To coordinate safe and efficient helipad operations, civil Air Medical Programs should contact the LIFE FORCE Communications Center as soon as it is evident that an aircraft may transport to Erlanger. A minimum of thirty minutes notice before landing is preferred. You may contact the LIFE FORCE Communications Center by telephone at (800) 523-6723 or via radio on Tennessee VEMS 205 (155.205Mhz DPL205), MEDCOM-1 TVR Talkgroup or 123.05 UNICOM.
- During transport to Erlanger or other hospitals in Hamilton County, medical reports should be provided following the Tennessee State EMS RMCC Communications Procedures below:
 - Contact MedComm on VEMS205 for clearance to the receiving facility ED channel. When traffic is approved, provide report to the receiving ED via VMED28.
 - If using the TVR Communications System, contact MedComm on MEDCOM-1 talkgroup for authorization to use the designated Hospital talkgroup for medical report.
- All inbound aircraft will contact the LIFE FORCE Communications Center on UNICOM radio frequency 123.05 at least ten minutes prior landing to confirm aircraft traffic, landing priority, and receive landing/parking instructions. All arriving and departing aircraft will monitor this frequency and contact LIFE FORCE Communications before ground movement.

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- Anytime there is an aircraft running on the helipad, there must be pilot to pilot contact and clear intentions stated before any other aircraft starts or lands.
- A second inbound aircraft may be given permission to land while the first one stays running, OR they may be asked to remain in the air until the first aircraft is unloaded and secured depending on the circumstances.
- Off-loading patients with rotors in motion will not be performed.
- Pilots must be available to relocate their aircraft immediately after off-loading, as required by the LIFE FORCE Communications Department.
- All aviation operations conducted at Erlanger’s helipad shall be in accordance with applicable Federal Aviation Administration (FAA) regulations and guidance.
- Erlanger’s helipad is located in the operational surface area of Chattanooga’s (Lovell Field) Class C airspace (Class E after midnight). Due to the number of air-medical operations conducted under IFR at Erlanger, aircraft operations necessitating a special VFR clearance to or from Erlanger’s helipad requires prior coordination with the LIFE FORCE Communication Center. This level of coordination will minimize traffic conflicts while ensuring an effective prioritization of traffic flow based on patient needs and safety.
- Compliance with these guidelines is required to facilitate a safe and efficient operating environment for patients and all personnel involved in helipad operations.

Committee	Approval/Date
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_____	_____
_____	_____
_____	_____

Medical Director	Approval/Date
_____	_____
_____	_____

References: