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| | calibration date and the next due date. |
| 2. | If employee-owned tools are permitted on the premises, there is a system to ensure that these tools are currently calibrated. |

ROTORWING STANDARDS
Helipad Section

Helipad
13.03.09 - 14.01.09

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| 13.03.09 | Maintenance Distractions—Policy should be written and implemented to reduce the likelihood of interruptions and distractions to the mechanic, such as: <ol style="list-style-type: none"> 1. The mechanic’s phone should have voice mail or messaging. 2. Aircraft tours, public relations events, janitorial services, etc., should be postponed or cancelled if involving the aircraft while maintenance is being performed. 3. Mechanic’s work site (hangar-helipad) should not be used as a gathering place/social area by the flight team while maintenance is being performed. 4. All calls and inquiries regarding the aircraft status will be screened. |
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14.00.00 HELIPAD

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| 14.01.00 | Primary, receiving hospital(s) helipad(s) must: |
| 14.01.01 | Be marked (with a painted H or similar landing designation). |
| 14.01.02 | Be identified by a strobelight or heliport beacon. <ol style="list-style-type: none"> 1. A beacon may not be necessary when the location of the hospital can be readily determined by the lights(s) on a prominent building or landmark near the helipad. |
| 14.01.03 | Have perimeter lighting for night operations. |
| 14.01.04 | Have a device to identify wind direction and velocity (i.e., windsock). <ol style="list-style-type: none"> 1. The wind indicator should be located in an illuminated area or lighted for night operations. |
| 14.01.05 | Have at least one clear final approach and takeoff area (FATO) according to the FAA Advisory Circular entitled Heliport Design Advisory Circular, AC 150/5390-2A which also includes: <ol style="list-style-type: none"> 1. Takeoff and landing area length and width, or diameter, should be 1.5 times the overall length of the helicopters that utilize the helipad. 2. Surface of the helipad should be clear of objects, including parked helicopters. <ol style="list-style-type: none"> a. A parking area should be provided if more than one helicopter at a time is to be accommodated. |
| 14.01.06 | Have at least two approach and take-off paths, oriented to be 90-180 degrees apart. |
| 14.01.07 | Have adequate fire retardant chemicals readily available. |

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| | 1. Halon 1211 and 1301 extinguishers are encouraged. |
| 14.01.08 | Have documented, ongoing safety programs for those personnel responsible for loading and unloading patients or working around the helicopter on the helipad. |

ROTORWING STANDARDS
Helipad Section

Helipad
14.01.09 - 14.02.01

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| 14.01.09 | Have evidence of adequate security—A minimum of one person to prevent bystanders from approaching the helicopter as it lands or lifts off, or perimeter security such as fencing, roof top etc. A means must exist to monitor the primary helipad if accessible to the public (i.e., through direct visual monitoring or closed circuit TV). |
| 14.01.10 | There should be a policy to address more than 1 running aircraft at any one time and a policy to address permission to land or takeoff from the helipad. |
| 14.01.11 | There is limited distance from the helipad to the hospital (positioned at the closest, safe location) in order to minimize the effects to the patient. 1. Patient monitoring should continue without interruption between the helipad and the hospital. 2. Emergent patient interventions can be performed as needed between helipad and hospital. |
| 14.01.12 | Hearing protection is provided for and used by all personnel who assist with patient rapid loading/unloading. |
| 14.01.13 | Evidence of a system to communicate changes to the helipad for users of the primary helipad(s) must be available (construction, additions, obstructions, etc.) and may include a pilot's memo book or a database in the communications center. A system to record acknowledgment must be in place. |

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| 14.02.00 | Occasional or episodic use helipad. |
| 14.02.01 | Helipads used occasionally (at referring or receiving hospitals). Evidence of a system to communicate changes to the occasionally used helipads (at referring or receiving facilities, pre-designated helistops, fueling pads, etc.) must be available to users of the helipads and may include a pilot's memo book or a database in the communications center. Helipads used occasionally should be reviewed periodically or during normal operations for the following, and changes are noted in the database or in other means of communications to describe: 1. Obstructions and hazards. 2. Lighting for night operations. 3. Approach and departure obstacles and/or routes. 4. Special procedures or considerations (i.e. noise abatement). 5. Adequate security to prevent bystanders from approaching the helicopter as it lands and lifts off. |

- 6. Communications requirements.
- 7. Where adequate fire retardant chemicals are readily available which must include:
 - a. A minimum of one portable fire extinguisher with a minimum range of 80-B:C.
(See References in appendix)

ROTORWING STANDARDS
Helipad Section

Refueling
14.03.00 - 16.01.03

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| 14.03.00 | Temporary scene landings should be: |
| 14.03.01 | Secured. |
| 14.03.02 | Lit at the perimeter with handheld floodlights, emergency vehicles or other lighting source to define the designated landing area at night. |
| 14.03.03 | Free of obstructions and ground debris. |
| 14.03.04 | Appropriate in size to the type of aircraft. |

15.00.00 REFUELING

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| 15.01.00 | A policy should require that the pilot or designee stay with the aircraft when refueling to verify fuel type and quantity received. |
| 15.02.00 | On-site refueling. |
| 15.02.01 | A policy clearly identifies who has responsibility for quality control checks on the fuel system. |
| 15.02.02 | There is a procedure to ensure the fuel is free of contaminants before dispensing into the aircraft. |
| 15.02.03 | Procedures clearly demonstrate safe practices and fire prevention considerations at the on-site refueling facility. (See References in appendix for the following) At least one fire extinguisher is located no less than 75 feet from the fuel dispensing station There is a minimum of one remote fuel shut-off device. |
| 15.02.04 | There is a policy regarding on-site handling and disposal of waste fuel, oil and any other hazardous materials. |
| 15.03.00 | The fuel system is approved by the Environmental Protection Agency (EPA). |

16.00.00 COMMUNITY OUTREACH

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| 16.01.00 | Integration into existing EMS and interfacility networks. |
| 16.01.01 | The medical service should be licensed/permitted/certified by the appropriate state agency if applicable. |