



Inland Counties Emergency Medical Agency

Serving San Bernardino, Inyo, and Mono Counties

Tom Lynch, EMS Administrator

Reza Vaezazizi, MD, Medical Director

DATE: August 15, 2014

TO: Hospital CEOs, ED Directors, Nurse Managers and PLNs

FROM: Tom Lynch 
EMS Administrator

SUBJECT: REPORTING HELIPAD CLOSURES/HAZARDS

Certain closures of helipads at hospitals/medical centers require the reporting of a flight hazard through the Federal Aviation Administration (FAA). Although hospital/medical center helipads may be private and/or uncontrolled, the existence of a flight hazard, such as a crane or other obstacle, may require the reporting to the FAA to issue a Notice to Airmen (NOTAM). This notification would be in addition to notifying ICEMA and would be the sole responsibility of the hospital/medical center to ensure notification is completed in a timely manner.

NOTAMs are filed through the FAA's Air Traffic Control system. To file a NOTAM, call Prescott Flight Service Station at 1-800-WX-BRIEF (992-7433). This is a general contact number. Wait through the voice message to speak directly with a "Briefer". When the Briefer comes on the line, let them know what area (Southern California, San Bernardino County) needs a NOTAM. The information required is as follows:

- Latitude and longitude
- Height of obstacle above ground
- Duration (dates and times) that hazard and closure will be in effect
- Contact person and contact information

ICEMA will continue to provide notification of aircraft hazards upon notice to ICEMA; however, ICEMA cannot ensure that out-of-area providers, other out-of-area pilots, etc., have been notified. This is another reason why issuing NOTAMs are important.

If you have any concerns or questions regarding this notice, please contact George Stone, Program Coordinator, at (909) 388-5807 or e-mail at George.Stone@cao.sbcounty.gov

TL/GS/jlm

c: Dimitrios Alexiou, HASC
File Copy