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National Wildfire
Coordinating Group



NWCG Aviation Mishap Response Guide and Checklist

PMS 503

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USFS - National Forests in Florida (Apalachicola NF, Ocala NF, Osceola NF, and LCQ)

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NWCG Aviation Mishap Response Guide and Checklist

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The *NWCG Aviation Mishap Response Guide and Checklist* standardizes the information and formatting for local aviation mishap response. It is not intended to be all-encompassing but provides the minimum essential elements that apply to most aviation mishaps. All personnel involved in aviation operations should be familiar with the checklist as well as other local agency response plans. Mishap drills are strongly recommended by all aviation personnel annually at a minimum. Use the Update Record and Administrative Review page to document as appropriate.

This checklist must be tailored to the local organization, mission, and operational location. It is best used in conjunction with the *Agency Administrator's Guide to Critical Incident Management*, PMS 926, <https://www.nwcg.gov/publications/926>.

Ensure the checklist is up to date with all points of contact and their respective phone numbers and email addresses. Verify the plan annually, when personnel or contact information changes, and before operations are conducted in new locations.

Note: Print single-sided and apply tabs as desired to create a hard copy of the checklist.

The National Wildfire Coordinating Group (NWCG) provides national leadership to enable interoperable wildland fire operations among federal, state, tribal, territorial, and local partners. NWCG operations standards are interagency by design; they are developed with the intent of universal adoption by the member agencies. However, the decision to adopt and utilize them is made independently by the individual member agencies and communicated through their respective directives systems.

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NWCG Aviation Mishap Response Guide and Checklist

*Do not waste time trying to figure out if an event is an accident; that is not your job.
If you have an event with an aircraft that results in damage or injury, no matter how slight,*

**REPORT IT to DOI or USFS by calling 1-888-464-7427 (888-4MISHAP)
Has 911/ Search and Rescue (SAR) been notified?**

Notify your bureau / agency and follow their procedures

Bureau / Agency Point of Contact and phone number _____ Joshua Pierotte

Zone Aviation Officer
Cell: 559-909-9151

Priority of Actions: As soon as you are aware of the accident, start a log of all actions and calls, then refer to the expanded subsections of this plan. The subsections are listed in order of priority.

- a. **Protect people.** Lifesaving operations takes first priority.
- b. **Protect property.** Property should be protected from unnecessary additional damage.
- c. **Preserve evidence.** Treat the area as if it were a crime scene. Provide 24-hour security until the investigation team arrives. Identify witnesses; get their addresses, phone numbers, and email.
- d. **Notify and investigate.** Report the accident using your organization's chain-of-command and policies. Do not delay reporting if detailed information is not immediately available.
- e. **Recovery operations.** Everything at the site is under the control of the National Transportation Safety Board (NTSB) until released.

Practice — The absolute best way to be prepared for the unexpected is to periodically practice your Aviation Mishap Response Plan. Coordinate in advance and get as many responders as possible to participate when you conduct a practice drill

Update Record and Administrative Review

Date	Signature

Emergency Actions

Protect People

- a. Many times, in the urgency to assist accident victims, the **rescuers may place themselves in jeopardy** and become victims themselves. **Enforce risk assessment and mitigation procedures.**
- b. Ensure **ALL** crew and passengers involved in an aircraft accident are cleared by medical authority before returning to duty.
- c. Aircraft wreckage attracts people like a magnet. Keep non-essential personnel well clear and preferably upwind.
- d. Hazards at an aircraft accident site can include:
 1. **Biological Hazards** — Hepatitis B Virus (HBV), Human Immunodeficiency Virus (HIV), and many others. See OSHA's 29 Code of Federal Regulations (CFR) 1910.1030 for control measures.
 2. **Toxic Substances** — Fuel, oil, hydraulic fluid, and exotic aircraft materials such as beryllium, lithium, chromium, and mercury. You must also consider the cargo the aircraft was carrying (see the DOT *Emergency Response Guidebook*, <https://www.phmsa.dot.gov/hazmat/erg/emergency-response-guidebook-erg>).
 3. **Pressure Vessels** — Tires (often above 90 psi), hydraulic accumulators, oleo struts, oxygen cylinders, and fire extinguishers. They may look okay but may have been damaged in the crash.
 4. **Mechanical Hazards** — Metal under tension (rotor blades bent under fuselage), heavy objects, composite materials, and innumerable sharp edges.
 5. **Fire Hazards** — Unburned fuel, hot metal (or other components), aircraft batteries, pyrotechnics, and the ignition of surrounding vegetation because of the accident. Be cautious of smoldering items which may re-ignite.
 6. **Environmental Hazards** — Weather, terrain, and animals. Depending on the location and time of year, the environment may be among the most serious hazards at the scene.
- e. **Utilize available protective devices and clothing.** Use extreme caution when working around the wreckage. Protective measures include:
 1. Minimize the number of personnel allowed to enter the accident site.
 2. Ensure exposed personnel use appropriate personal protective equipment (PPE) such as boots, long pants, long-sleeved shirts, leather gloves (use surgical gloves as inserts if blood or bodily fluids are present), and appropriate respirators if toxic vapors or composite material pose respiratory hazards.
- f. Do whatever is necessary to extricate victims and to extinguish fires, but keep in mind the need to protect and preserve evidence. If any evidence must be disturbed in order to carry out rescues or fire suppression activities, **document and/or photograph its location.**

Protect Property

NTSB Sec. 831.12 Access to and release of wreckage, records, mail, and cargo.

- a. Only the Board's accident investigation personnel and persons authorized by the Investigator-in-Charge (IIC) to participate in any particular investigation, examination or testing shall be permitted access to wreckage, records, mail, or cargo in the Board's custody.
- b. Wreckage, records, mail, and cargo in the Board's custody shall be released to the DOI or USFS IIC by an authorized representative of the Board when it is determined that the Board has no further need of such wreckage, mail, cargo, or records. When such material is released, Form 6120.15, "Release of Wreckage," will be completed, acknowledging receipt.

Treat the accident site like a crime scene. Wreckage, cargo, and debris should not be disturbed or moved except to the extent necessary:

- a. To remove victims.
- b. To protect the wreckage from further damage.
- c. To protect the public.

In addition to the authority explicit in NTSB 831.12, restricting access protects the public from the hazards of the accident site.

Initially the accident site should be protected by either your own people (e.g., if the accident occurred at a fire) or by agency and local law enforcement officers. The investigation team may request extended security until the investigation is complete.

Preserve Evidence

NTSB Sec. 830.10 Preservation of aircraft wreckage, mail, cargo, and records.

- a. The operator of an aircraft involved in an accident or incident for which notification must be given is responsible for preserving to the extent possible any aircraft wreckage, cargo, and mail aboard the aircraft, and all records, including all recording mediums of flight, maintenance, and voice recorders, pertaining to the operation and maintenance of the aircraft and to the airmen until the Board takes custody thereof or a release is granted pursuant to Sec. 831.12(b) of this chapter.
- b. Before the time the Board or its authorized representative takes custody of aircraft wreckage, mail, or cargo, such wreckage, mail, or cargo may not be disturbed or moved except to the extent necessary:
 1. To remove persons injured or trapped.
 2. To protect the wreckage from further damage; or
 3. To protect the public from injury.
- c. Where it is necessary to move aircraft wreckage, mail, or cargo, sketches, descriptive notes, and photographs shall be made, if possible, of the original positions and condition of the wreckage and any significant impact marks.
- d. The operator of an aircraft involved in an accident or incident shall retain all records, reports, internal documents, and memoranda dealing with the event, until authorized by the Board to the contrary.

In addition to those items required by law (above) you should also:

Control access to the site by cordoning off the area and contacting the agency aviation safety investigator to determine who needs access. Request agency or local law enforcement to immediately

secure the site for the accident investigation team. Establishing a pass system to identify authorized personnel is an excellent technique for serious accidents. Everyone who enters should be briefed on the known or suspected hazards and cautioned to avoid disturbing the evidence (flipping switches and souvenir hunting). It's critical to control flow of information released from the scene. DO NOT allow anyone to post texts, photos, or videos to social media.

Photograph everything. Some evidence may be easily destroyed before the arrival of the accident investigators. Photograph aircraft, ground scars, and other perishable evidence. Collect copies of all photos and videos taken by witnesses, participants, and rescuers. **Do not disturb wreckage.**

Identify witnesses. Request witnesses to write out their statements as soon as possible (before witnesses can compare notes). **Be sure to get witness' names, addresses, phone numbers, and email addresses.** Supervisors must ensure that personnel with information pertinent to the investigation are made available to the investigators in a timely manner. If possible, coordinate with the accident investigator(s) Before demobilizing personnel with information pertinent to the accident.

Secure equipment and records. Crew items, such as helmets, survival equipment (if used), notes, charts, etc., as well as dispatch logs and records, should be controlled and provided to the investigation team upon arrival.

Notify and Investigate

If you see something, SAY SOMETHING!

Do not try to classify events as accidents or incidents, that is the job of the NTSB. If you have an event with an aircraft that results in damage or injury, **report it** to Office of Aviation Services (OAS) or USFS.

Initial Notification. DOI's OAS or the USDA-Forest Service (USFS) can be contacted by calling 1-888-464-7427 (**1-888-4MISHAP**). When you call, provide the information on the [Aircraft Accident Checklist](#).

DO NOT DELAY the initial notification by trying to complete all of the blanks on the form. Call in the accident as soon as possible and call back as more information becomes available.

The OAS/USFS Investigator will review your procedures taken and advise you of any additional actions you should be taking, or reports you need to make. The OAS/USFS Investigator will notify the NTSB as appropriate. Field personnel should **not** make initial notification to the Federal Aviation Administration (FAA) or the NTSB. If contacted by the FAA or the NTSB, you should refer them to the OAS/ USFS Aviation Safety Office and answer those questions that you can.

If you have enough people you should conduct the notification process at the same time as you are conducting other aspects of the immediate response.

Investigation:

- a. Aircraft **accidents** (fatality, serious injury, or substantial damage) will be investigated by NTSB personnel (Public Law 110-181). OAS/USFS personnel will generally be a "party" to the NTSB investigation and will conduct their investigation in accordance with NTSB and their agency's regulations.
- b. Aircraft **Incidents-with-Potential (IWP)** will be investigated by Air Safety Investigators from OAS/USFS or a USFS Qualified Technical Investigator.
- c. Aircraft **incidents** will require the local Aviation Manager or Aviation Safety Manager to investigate the event and report the facts and circumstances to OAS/USFS.

All aviation related events that impact aviation safety (for either DOI/USFS), should be reported using the SAFECOM (<https://www.safecom.gov/>) reporting system.

Recovery Operations

NTSB Sec. 831.12 Access to and release of wreckage, records, mail, and cargo.

- a. Only the Board's accident investigation personnel and persons authorized by the IIC to participate in any particular investigation, examination or testing shall be permitted access to wreckage, records, mail, or cargo in the Board's custody.
- b. Wreckage, records, mail, and cargo in the Board's custody shall be released by an authorized representative of the Board when it is determined that the Board has no further need of such wreckage, mail, cargo, or records. When such material is released, Form 6120.15, "Release of Wreckage," will be completed, acknowledging receipt.

If an accident is investigated by OAS/USFS investigators, they are responsible for notification of the NTSB and compliance with section 831.12 before releasing the wreckage.

Actual recovery (and the associated costs) is usually the responsibility of the aircraft owner. Before committing the Government to unnecessary costs, check with the appropriate contracting officer.

Use extreme caution when removing or recovering aircraft wreckage. Salvage personnel are aware of hazards at accident sites and take appropriate precautions. Your people may not!

Release of wreckage from the NTSB will go to the OAS or USFS investigation team. They will release it to the contractor through the contracting officer.

General Information

Anyone who has ever been involved in the immediate response to an aircraft accident will agree that the first few minutes and hours of a mishap event are chaotic. **Developing and practicing your Aviation Mishap Response Plan today is your best defense against the chaos of tomorrow.** Time is an extremely critical factor and immediate positive action is necessary; any delay may affect someone's survival.

Conduct of Aircraft Accident Investigations. All DOI and USFS aircraft accidents are investigated under the authority of the NTSB as defined in:

- a. 49 CFR Parts 830 and 831
- b. Public Law (PL) 110-181 and Federal Management Regulation (FMR) 102-33.185.

This means that regardless of severity, all aircraft accidents are the domain of the NTSB. If the NTSB elects to not visit the site and the field investigation is conducted by DOI or USDA-FS personnel, it is still an NTSB investigation and investigative efforts must comply with their rules and standards.

Tips and Techniques

- a. **Who's in charge** — Although accident investigations are the responsibility of the NTSB and DOI/USFS, you need to determine in advance who will be responsible for the initial actions at the accident site
- b. **Notification of next-of-kin** — See *Agency Administrator's Guide to Critical Incident Management*, PMS 926, <https://www.nwcg.gov/publications/926>, for guidance. As a minimum, all supervisors should have a plan on how to contact their employee's next-of-kin.
- c. **Start a journal** — Write down everything regarding events, actions, points of contact (who, what, when, where, and why).
- d. **Control of Records** — Under the provisions of NTSB Part 831.12 the records pertaining to the aircraft and the flight become a part of the investigation and "belong" to the NTSB until released. Gather and control the appropriate records until they can be turned over to the NTSB or DOI/USFS investigator. Required records include (but are not limited to) aircraft operating and maintenance documents, crew records (flight and medical), flight plans, weather briefings, weight and balance forms, and load calculations.
- e. **Conduct after action review (AAR)** — After the dust has settled and the professional investigators have taken charge, it is time to review what happened, what worked, and what needs to be improved. Conduct the AAR while issues and events are fresh in everyone's mind. Share your lessons learned with your regional/bureau/national aviation and safety managers. Update your Aviation Mishap Response Plan with the lessons learned.

NOTE: NTSB policy prohibits Parties to an investigation (see Part 831.11 and .13) from discussing information about that accident without the specific approval of the NTSB IIC. For questions on the proper release of information about an accident investigation contact the OAS/USFS investigators.

Definitions (See 49 CFR (NTSB) 830/831)

- a. **Aircraft Accident** — an occurrence associated with the operation of an aircraft, which takes place between the time any person boards the aircraft with the intention of flight and all such persons have disembarked, and in which any person suffers death or serious injury, or in which the aircraft receives substantial damage.
- b. **Substantial Damage** — damage or failure which adversely affects the structural strength, performance, or flight characteristics of the aircraft, and which would normally require major

repair or replacement of the affected component. Engine failure or damage limited to an engine if only one engine fails or is damaged, bent fairings or cowling, dented skin, small punctured holes in the skin or fabric, ground damage to rotor or propeller blades, and damage to landing gear, wheels, tires, flaps, engine accessories, brakes, or wingtips are not considered “substantial damage” for the purpose of this part.

- c. **Aircraft Incident** — an occurrence other than an accident, associated with the operation of an aircraft, which affects or could affect the safety of operations.
- d. **Investigator-In-Charge** — the NTSB designated IIC organizes, conducts, controls, and manages the field phase of the investigation. The IIC has the responsibility and authority to supervise and coordinate all resources and activities of all personnel, both Board and non-Board, involved in the on-site investigation. The IIC continues to have considerable organizational and management responsibilities throughout later phases of the investigation, up to and including Board consideration and adoption of a report or brief of probable cause(s). Note: the NTSB determines probable cause(s); DOI/USFS determine contributing factors.
- e. **Serious Injury** — any injury which:
 - 1. Requires hospitalization for more than 48 hours, commencing within 7 days from the date the injury was received;
 - 2. Results in a fracture of any bone (except simple fractures of fingers, toes, or nose);
 - 3. Causes severe hemorrhages, nerve, muscle, or tendon damage;
 - 4. Involves any internal organ; or
 - 5. Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.

Note: The NTSB determines if an aircraft mishap is categorized as an accident. All mishaps other than an accident are considered to be incidents.

Unmanned Aircraft Systems (UAS) Mishap Reporting

- a. Submit SAFECOM reports for any conditions, acts, observations, circumstances or maintenance problems that led to, or could have led to, an aircraft mishap (<https://www.safecom.gov>). This includes any damage to an aircraft that renders it un-airworthy, even temporarily.
- b. Immediately report the following by calling the Aircraft Accident Reporting Hotline at 1-888-4MISHAP before continuing operations:
 - 1. Any missing aircraft.
 - 2. Injury to any person or any loss of consciousness.
 - 3. Damage to any property other than the small unmanned aircraft.
- c. The same reporting requirements for manned aircraft apply to any incident involving a UAS that exceeds the small category. Please reference 352 DM 3 for details.

49 CFR Part 830.5 requires the NTSB be immediately notified whenever damage (including ground damage) occurs to main or tail rotor blades that requires major repair or replacement of the blades, whenever there is a runway incursion that requires immediate corrective action, and whenever an aircraft is overdue and believed to be involved in an accident. **Report any of these events immediately to DOI/USFS Aviation Managers by calling 1-888-464-7427 (1-888-4MISHAP).**

Managers will need to record employee injuries in their Department/Agency’s Safety Reporting System, DOI: Safety Management Information System (SMIS)/ USFS: Safety Health Information Portal System (SHIPS).

Media Relations

NTSB Sec. 831.13 Flow and dissemination of accident or incident information.

- a. Release of information during the field investigation, particularly at the accident scene, shall be limited to factual developments, and shall be made only through the Board Member present at the accident scene, the representative of the Board's Office of Public Affairs, or the IIC.
- b. All information concerning the accident or incident obtained by any person or organization participating in the investigation shall be passed to the IIC through appropriate channels before being provided to any individual outside the investigation. Parties to the investigation may relay to their respective organization's information necessary for purposes of prevention or remedial action. However, no information concerning the accident or incident may be released to any person not a party representative to the investigation (including non-party representative employees of the party organization) before initial release by the Safety Board without prior consultation and approval of the IIC.

When the field investigation is conducted by OAS/USFS investigators, they will comply with all applicable DOI/USDA and NTSB regulations by referring all media requests to the NTSB IIC, NTSB Field office or the DOI/USFS IIC.

Tips and techniques when working with the media:

- a. You can acknowledge an accident has occurred, but do not speculate on what caused it or release any names. Advise the media that the investigation of this accident is under the jurisdiction of the NTSB and any questions must be directed to them.
- b. Do not aggravate the media and do not get aggravated by the media. They are just doing their job. Even aircraft accidents do not stay in the headlines forever, unless the reporter thinks you are hiding something.
- c. Most reporters have prior experience at accident sites. Remind them of the hazards, to avoid disturbing the wreckage, and ask them to be respectful of the victims.

Overdue Aircraft

An aircraft is considered “overdue” when it fails to arrive within 30 minutes past the estimated time of arrival (ETA) and cannot be located.

Time	Action	Contact and Phone	Time Log
Immediately at time aircraft is due	Attempt to contact aircraft by radio or phone. If equipped, review Automated Flight Following (AFF) data. Contact destination agency airbase or airport. Gather info required for Aircraft Accident Checklist .		
15 minutes past due	Contact originating or en route agency dispatch. Contact originating or en route agency airbase. Contact originating or en route airports.		
30 minutes past due	Contact vendor home base. Contact the FAA / Lockheed-Martin Flight Service. Station and request an Alert Notice (ALNOT).	1 800 992-7433 (800 WX BRIEF) – Select “1” to speak to a briefer. Give the briefer the info and your contact info. The briefer will notify the “Hub” supervisor who will notify the FAA. Expect a return call for more info.	

Missing Aircraft

The aircraft is “missing” when the fuel duration, as reported on the request for flight following, or as reported on the FAA flight plan, has been exceeded and the aircraft location is unknown. It can also be considered missing when it has been reported to the FAA as being “overdue” and the FAA has completed an administrative search for the aircraft without success.

Time	Action	Contact and Phone	Time Log
Anytime the fuel duration is exceeded or if an aircraft is missing/and an accident is suspected.	Submit data from the Aircraft Accident Checklist to: FAA / Lockheed-Martin Flight Service Station and request an Alert Notice (ALNOT) or contact the FAA Regional Operations Center. Notify OAS /USFS Aviation Safety Office. Notify Local Aviation Manager.	1 800 992-7433 (800 WX BRIEF) List of centers are on the reverse side. 1 888 464-7427 (888-4MISHAP) **	

Provide the information on the [Aircraft Accident Checklist](#). Do not delay notification if you do not have all the blocks filled. Provide as much information as you can and follow-up when additional info is available.

Search and Rescue (SAR) operations should be coordinated through the FAA to the Air Force Rescue Coordination Center (AFRCC) console (800-851-3051 / 850-283-5955) and with local law enforcement agencies. It is recommended that both the FAA and AFRCC be contacted to ensure optimum coordination. For additional information on SAR, visit <https://www.1af.acc.af.mil/Library/Fact-Sheets/Display/Article/289622/air-force-rescue-coordination-center/>.

FAA Regional 24-Hour Accident and Incident Response Centers

Alaskan Region	(206) 231-2099
Central Region	(817) 222-5006
Eastern Region	(404) 305-5150
Great Lakes Region	(817) 222-5006
New England Region	(404) 305-5756
Northwest Mountain Region	(206) 231-2099
Southern Region	(404) 305-5180
Southwest Region	(817) 222-5006
Western-Pacific Region	(206) 231-2099



Aircraft Accident Checklist

OAS/USFS 1-888-464-7427 (1-888-4MISHAP)

Has 911/Search and Rescue (SAR) been notified?

(Do not delay initial report by trying to fill in all the blanks)

1. Point of Contact Information (the person who will provide information and direct actions)			
a. Operational Control: (agency/region/unit)			
b. Name		d. Duty Position:	
c. Phone Numbers		e. Address:	
Work:	Cell:		
Fax:	Home:	f. Email:	
2. Accident Information			
a. Aircraft Registration/Tail Number	Type of Aircraft	Color	
b. Date and Time of Accident			
c. Location of Aircraft (Grid, Lat/Log, reference to known point)			
d. Hazardous Materials Involved? (Explosives, Radioactive Materials, etc.)			
e. Accident Site Secured?		Photos Taken?	
f. NTSB & DOI/USFS ONLY:			
Flight Data Recorder Secured? (if applicable)		ELT Deactivated?	
Witnesses identified and statements requested?			
g. Total Number of Personnel Involved			
h. Number of Fatalities		Number of Injuries	
3. Accident Description (type of mission, what happened, weather, extent of damage, etc.)			
4. Admin Information			
a. Aircraft Owner		b. Operator	
c. Pilot-in-Command			
d. Point of Last Departure		e. Destination	
f. Route of Flight		g. Fuel on Board	
h. Nearest Commercial Airport		i. Suitable Helicopter Landing Site	
j. Other			

****** Notify - Joshua Pierotte, Zone Aviation Officer - Cell: 559-909-9151 ******

Emergency Contact Checklist

Notify OAS/USFS Aviation Safety Office using 1-888-464-7427 (1-888-4MISHAP)

Notify your Bureau / Agency personnel:

Only contact the FAA or NTSB if you cannot contact your
Bureau/Regional or OAS/USFS Aviation Safety Office

FAA Flight Service Station 1-800-992-7433 (1 800 WX BRIEF)

Update phone numbers, frequencies, and points of contact quarterly and for each unique mission.

1. Primary Response (Emergency Responders – dial 911 , use discrete numbers as a back-up)
a. Fire Department
b. Police
c. Ambulance
d. Air Ambulance
e. Hospital
f.
2. Secondary Response (Support Personnel)
a. Flight Following — FAA Flight Service Station (1 800 992-7433)
b. Dispatcher
c. OAS / USFS Aviation Safety Office (1-888-464-7427)
d. Photographer
e. Hazardous Materials Response Team
f. Coroner
g. Clergy
h. Explosive Ordnance Disposal (Military or Police)
i. Engineer / Recovery Specialists
j.
3. Agency Management and Other Agencies (as required)
a. Aviation Safety Manager
b. Aviation Manager
c. Public Affairs Officer
d. Military Base Operations
e. Federal Emergency Management Agency (FEMA)
f. Airport Operations
g. Aircraft Owner/Operator
h. Contracting Officer
i. Security
j. OAS Regional Office or USFS Regional Office
k. Regional Communication / Coordination Center
l. State Emergency Operations Center
m. Human Resources
n. Critical Incident Stress Management

*******Notify FNF Personnel: FNF Aircraft Emergency Notification Tree (Appendix E)*******

Helicopter Ambulance Request

A. Injury Information			
1. Utilize Medical Incident Report from ICS 206 WF: https://www.nwcg.gov/sites/default/files/products/ics-forms/ics_206_wf_med_incident_report_only.pdf			
B. Mishap Site Information			
1. Unit/Agency			
2. Incident Point of Contact			
3. Site Contact:			
Radio frequencies at mishap site: Primary: VHF – AM		VHF – FM	
Secondary: VHF – AM		VHF – FM	
4. Other known aircraft in the area (call signs)			
Air-to-Air Frequency Primary: VHF – AM		VHF – FM	
Secondary: VHF – AM		VHF – FM	
5. Special information, flight hazards, MOAs, MTRs, etc.			
6. Landing site(s) and conditions (location, description, hazards, control measures, etc.)			
7. Proximity of landing site to mishap site			
8. Nearest available AV Gas/Jet A fuel			
9. Conditions at the mishap site: Wind direction		Wind velocity	
Ceiling and visibility			
Obstructions to visibility			
Obstructions to visibility			
Temperature			
Degrees (F or C)	Elevation	Sunrise	Sunset
Description of Terrain			

The *NWCG Aviation Mishap Response Guide and Checklist* is developed and maintained by the Aviation Risk Management Subcommittee (ARMS), under the direction of the National Interagency Aviation Committee (NIAC), an entity of the National Wildfire Coordinating Group (NWCG).

Previous editions: 2014, 2011, 2010, 2006, 2004.

While they may still contain current or useful information, previous editions are obsolete. The user of this information is responsible for confirming that they have the most up-to-date version. NWCG is the sole source for the publication.

This publication is available electronically at <https://www.nwcg.gov/publications/503>.

Comments, questions, and recommendations shall be submitted to the appropriate agency program manager assigned to the ARMS. View the complete roster at <https://www.nwcg.gov/committees/aviation-risk-management-subcommittee/roster>.

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911 Centers and FHP

County	911 Center	FHP
Baker	904-259-2861	800-387-1290, Option 7
Brevard	321-264-5100	407-737-2200, Option 7
Broward	954-321-4800	561-357-4000
Collier	239-774-4434	866-833-2715
Columbia	386-758-9111	800-387-1290, Option 7
Dixie	352-498-1231	800-387-1290, Option 7
Franklin	850-670-8500	800-459-6861, Option 7
Gulf	850-227-1115	800-459-6861, Option 7
Jefferson	850-997-2523	800-459-6861, Option 7
Lake	352-383-1200	407-737-2200, Option 7
Lee	239-472-5525	866-833-2715
Leon	850-606-5800	800-459-6861, Option 7
Levy	352-486-5111	800-387-1290, Option 7
Liberty	850-643-2235	800-459-6861, Option 7
Marion	352-732-9111 Opt 3	800-387-1290, Option 7
Marion N911KV	352-368-3592	avaition@marion.com
Miami-Dade	305-476-5423	800-240-0453
Monroe	305-853-3211	800-240-0453
Palm Beach	561-616-7000	561-357-4000
Polk	863-519-7350	866-369-4613
Putnam	386-329-0801	800-387-1290, Option 7
Volusia	386-943-8276	407-737-2200, Option 7
Wakulla	850-745-7100	800-459-6861, Option 7

Appendix A

1. Incident/Project Name		2. Operational Period - Date/Time					
Apalachicola National Forest							
3. Ambulance Services - Ground							
Name	Complete Address	Phone and EMS Frequency	Advanced Life Support (ALS)				
Liberty County	12832 NW Central Ave Bristol, FL 32321	850-643-2235	Yes				
Wakulla County	318 Trice Lane, Crawfordville, FL 32327	850-745-8698	Yes				
Leon County	911 Easterwood Drive, Tallahassee, FL 32311	850-606-2100	Yes				
Franklin County - Weems Hospital	135 Ave. G, Apalachicola, FL 32320	850-653-8853	Yes				
4. Air Ambulance							
Name	Phone	Type of Aircraft and Ability					
Perry Medivac Base - ShandsCair	1-800-342-5365	Bell 407 (N706MT)					
Calhoun County Airport Medivac Base - ShandsCair	1-800-342-5365	Bell 407 (N915UF)					
Gainesville Medivac Base - ShandsCair	1-800-342-5365	EC 155 (N911UF)					
Marianna Medivac Base - AirHeart	1-800-874-1555	H-125 /AS350 (N128) AirHeart2					
5. Helicopter Extraction/Hoist							
Name	Phone	Type of Aircraft and Ability					
Air Force Rescue Coordination Center (AFRCC) Jacksonville Naval Air Station	850-283-5955/800-851-3051	UH-1					
US Coast Guard - Sector Mobile Alabama Command Center	251-441-6213	Extended Flight					
6. Hospitals							
Name Complete Address	GPS Datum - WGS 84 DD MM.MMM' N - Lat DD MM.MMM' W - Long		Travel Time		Phone	Helipad Yes/No	Level of Care Facility
	Lat:	Long:	Air	Grnd			
Tallahassee Memorial 1300 Miccosukee Rd Tallahassee, FL 32308	N 30 27.5	W 84 15.6	20 Min	60 Min	850-431-1155	Yes	Trauma Center
Capital Regional 2626 Capital Medical Blvd Tallahassee, FL 32308	N 30 28.8	W 84 13.6	20 Min	60 Min	850-325-5000	Yes	Emergency Care - Trauma Center
UF Health Shands Hospital 1515 SW Archer Rd Gainesville, FL 32608	N 29 38.33	W 82 20.73	50 Min	2.5 Hrs	352-265-0111	Yes	Level 1 Trauma and Burn Center
Calhoun-Liberty 20370 Burns Ave Blountstown, FL 20370	N 30 29.36	W 85 03.00	NA	60 Min	850-674-5411	Yes	Emergency Care
7. Incident Medical Aid Station							
Medical Aid Station / Phone Number		Location			Paramedics Yes/No		
Tallahassee Fire Department M-F 850-891-6600 24 Hr Non-Emer: 850-606-5800		911 Easterwood Dr., Tallahassee, FL 32305			Yes		
Bristol Fire Department Chief Hobby 850-643-2261 850-508-1336		12444 NW Virginia G Weaver St., Bristol, FL 32321			Yes		
Wakulla County Fire Rescue 850-745-8698		318 Trice Lane, Crawfordville, FL 32327			Yes		

Appendix B

1. Incident/Project Name		2. Operational Period - Date/Time					
Ocala National Forest							
3. Ambulance Services - Ground							
Name	Complete Address	Phone and EMS Frequency	Advanced Life Support (ALS)				
Lake County	425 W Alfred St., Tavares FL 32778	352-383-1200	Yes				
Marion County	2631 SE Third Street, Ocala, FL 34471	352-291-8000	Yes				
Putnam County	130 Orié Griffin Blvd, Palatka, FL 32177	386-329-0801	Yes				
4. Air Ambulance							
Name	Phone	Type of Aircraft and Ability					
Lake County	352-383-1200	Air Care Team, Orlando Health					
Marion County	352-732-9111	ShandsCair, UF Health / County Bell 407 (Air One), Hoist Capable County Resource					
Putnam County	386-329-0801	ShandsCair, UF Health					
Volusia County	386-943-8276	Bell 407 (Air One), County Resource					
5. Helicopter Extraction/Hoist							
Name	Phone	Type of Aircraft and Ability					
Marion County Sheriff's Office	352-732-9111 opt 3 (non-emerg) 352-368-3592 (supervisor)	Bell 407 (Air One)					
Air Force Rescue Coordination Center (AFRCC) Jacksonville Naval Air Station	850-283-5955/800-851-3051	UH-1)					
US Coast Guard Sector Jacksonville	305-415-6800	MH-60 Jayhawk - Clearwater, FL					
6. Hospitals							
Name Complete Address	GPS Datum - WGS 84 DD MM.MMM' N - Lat DD MM.MMM' W - Long		Travel Time		Phone	Helipad Yes/No	Level of Care Facility
	Lat:	Long:	Air	Grnd			
HCA Florida Ocala Hospital 1431 SW 1st Ave Ocala, FL 34478	N 29 10.53	W 82 8.21	20 Min	60 Min	352-401-1000	Yes	Trauma Center
Shands Hospital 1515 SW Archer Rd Gainesville, FL 32608	N 29 38.33	W 82 20.73	50 Min	2.5 Hrs	352-265-0111	Yes	Level 1 Trauma Center and Burn Center
Advent Health Waterman 1000 Waterman Way Tavares, FL 32778	N 28 49.50	W 81 42.68	20 Min	60 Min	352-253-3333	Yes	24-Hr Emergency
Halifax Health 303 N Clyde Morris Blvd Daytona Beach, FL 32114	N 29 12.08	W 81 3.26	30 Min	2 Hrs 10 Min	386-254-4000	Yes	Trauma Center
7. Incident Medical Aid Station							
Medical Aid Station / Phone Number		Location			Paramedics Yes/No		
Marion Co FD - Station 15 Salt Springs	352-291-8000	14463 NE 250th Ave, Salt Springs, FL 32134			Yes		
Marion Co FD - Station 4 East Marion	352-291-8000	16004 E. Hwy 40, Silver Springs, FL 34488			Yes		
Marion Co FD - Station 26 Electra	352-291-8000	5420 SE 180th Ave. Rd., Ocklawaha, FL 32784			No		
Marion Co FD - Station 6 South Forest	352-291-8000	15490 SE 182nd Ave. Rd., Umatilla, FL 32784			Yes		
Lake County FD - Station 10 Astor	352-759-2031	23023 State Road 40, Astor, FL			Yes		
Lake County FD - Station 11 Altoona	352-669-0139	47544 State Road 19, Algoona, FL 32702			No		
Lake County FD - Station 13 Paisley	352-669-3002	25250 County Road 42, Paisley, FL 32767			Yes		
Lake County - Station 14 Altoona	352-669-2929	42700 State Road 19, Altoona, FL 32702			Yes		

Appendix C

1. Incident/Project Name				2. Operational Period - Date/Time			
Osceola National Forest							
3. Ambulance Services - Ground							
Name		Complete Address		Phone and EMS Frequency		Advanced Life Support (ALS)	
Century Ambulance		1509 SW Century Glen, Lake City, FL 32025		800-771-2829		Yes	
Baker County EOC		1190 W MacClenny Ave, MacClenny, FL 322063		904-259-6111		No	
4. Air Ambulance							
Name			Phone		Type of Aircraft and Ability		
Trauma 1 (Lake City Airport)			904-244-4450		EC1325 Critical Care		
5. Helicopter Extraction/Hoist							
Name			Phone		Type of Aircraft and Ability		
Air Force Rescue Coordination Center (AFRCC) Jacksonville Naval Air Station			850-283-5955/800-851-3051		UH-1		
US Coast Guard Sector Jacksonville			305-415-6800		Hoist Capable Helicopter located in Savannah, GA		
6. Hospitals							
Name Complete Address	GPS Datum - WGS 84		Travel Time		Phone	Helipad Yes/No	Level of Care Facility
	DD MM.MMM' N - Lat		Air	Grnd			
UF Health Jacksonville 655 West 8th St. Jacksonville, FL	Lat:	N 30 20.95'	30 Min	50 Min	904-244-0411	Yes	Level 1 Trauma Center
	Long:	W 81 39.94'					
	VHF:						
UF Health Shands 1515 SW Archer Rd Gainesville, FL 32608	Lat:	N 29 38.33'	50 Min	1.5 Hrs	352-265-0111	Yes	Trauma Center and Burn Center
	Long:	W 82 20.73'					
	VHF:						
	Lat:						
	Long:						
	VHF:						
Lake City Medical 340 N. Commerce Blvd. Lake City, FL 32055	Lat:	N 30 11.38'	5 Min	20 Min	386-719-9000	Yes	Trauma Center (Minor Injuries)
	Long:	W 81 3.26'					
	VHF:						
7. Incident Medical Aid Station							
Medical Aid Station / Phone Number			Location			Paramedics Yes/No	

Appendix D

National Forests in Florida (FNF) - Aircraft Emergency Notifications List

Name	Position	Work Phone	Cell Phone	Overdue	Missing	In-Flight	Medi-Vac	UAS Intrusion
Juan Zepeda (Detail)	Center Manager	850-523-8600	850-815-0488	1	1	1	1	1
Charlie Patterson	Staff Officer	850-523-8562	850-661-1005	2	3	2	2	2
Debbie Beard	Forest FMO	850-523-8606	850-524-9966	2	2	2	2	2
Birk Roseman	District Ranger - Apalachicola NF	850-926-3561 x4501	850-363-7214	3+	2+	3+	3+	3+
Thomas Scott	District Ranger - Osceola NF	386-752-2577 x4501		3+	2+	3+	3+	3+
Carrie Sekerak	District Ranger - Ocala NF	352-644-1140	386-748-6508	3+	2+	3+	3+	3+
Josh Pierotte	Zone Aviation Officer	707-237-0119 x1010	559-909-9151	4	4	4	4+	4
Keith Hackbarth*	Regional Aviaion Officer (RAO)		406-381-8203	4	4	4		4
Aaron Knobloch**	Fixed Wing Inspector	770-237-0119 x 1009	801-419-1536		5+			
Scott Fry**	Helicopter Operations Specialist (HOS)	770-237-0119 x 1002	940-210-0155		6+			
Jimmy Keyes**	Regional Aviation Safety Manager (RASM)		404-780-0590		7+			
Ken Arney**	Regional Forester	404-347-7930	404-386-2917		8+			
Mark Eaton	Regional Occupational Safety & Health Manager	404-347-7781	850-570-9091		9+			

* If Primary is not available

** Forest Supervisor or RAO may handle these notifications. Verity with them who they will or will not notify and document in the incident log.

+ = As appropriate for location and type of incident

FLORIDA TRAUMA CENTERS

Updated July 5, 2022

Trauma Center	Level	County
Ascension Sacred Heart Pensacola	Level II / Pediatric	Escambia
Baptist Hospital Pensacola	Level II	Escambia
Bay Medical Center Ascension Sacred Heart	Level II	Bay
Bayfront Medical Center	Level II	Pinellas
Broward Health Medical Center	Level I	Broward
Broward Health North	Level II	Broward
Delray Medical Center	Level I	Palm Beach
Gulf Coast Medical Center (Lee Health System)	Level II	Lee
Halifax Hospital Medical Center	Level II	Volusia
HCA Florida Aventura Hospital	Level II	Miami-Dade
HCA Florida Bayonet Point Hospital	Level II	Pasco
HCA Florida Blake Hospital	Level II	Manatee
HCA Florida Ft. Walton Beach -Destin Hospital	Level II	Okaloosa
HCA Florida Kendall Hospital	Level I	Miami-Dade
HCA Florida Lake Monroe	Level II	Seminole
HCA Florida Lawnwood Hospital	Level II	St. Lucie
HCA Florida Memorial Hospital (Jacksonville)	Level II	Duval
HCA Florida Ocala Hospital	Level II	Marion
HCA Florida Orange Park Hospital	Level II	Clay
HCA Florida Osceola Hospital	Level II	Osceola
Holmes Regional Medical Center	Level II	Brevard
Jackson Memorial Hospital / Ryder Trauma Center	Level I	Miami-Dade
Jackson South Community Hospital	Level II	Miami-Dade
Johns Hopkins All Children's Hospital	Pediatric	Pinellas
Lakeland Regional Medical Center, Inc.	Level II	Polk
Memorial Regional Hospital (Hollywood)	Level I	Broward
Nicklaus Children's Hospital	Pediatric	Dade
Orlando Regional Medical Center	Level I	Orange
Sarasota Memorial Hospital	Level II	Sarasota
St. Joseph's Hospital	Level II / Pediatric	Hillsborough
St. Mary's Medical Center	Level I	Palm Beach
Tallahassee Memorial Healthcare	Level II	Leon
Tampa General Hospital	Level I	Hillsborough
UF Health Jacksonville	Level I	Duval
UF Health Shands Gainesville	Level I	Alachua
Wolfson Children's Hospital	Pediatric	Duval

Source: Florida Department of Health
Current as September 21, 2022