

CAP STANDARD 71-7  
1 Oct 2020



## Pilot Flight Clinics

NATIONAL HEADQUARTERS CIVIL AIR PATROL  
Maxwell Air Force Base, Alabama

OPR: CAP/DO

This page intentionally left blank

## Table of Contents

Introduction .....	3
Purpose.....	3
General .....	3
Funding .....	3
Conducting the Clinic.....	3
Ground Phase .....	3
Flight Phase.....	5
Reporting.....	5
Change Record .....	7

This page intentionally left blank

## Introduction

CAP's Pilot Flight Clinic program has been established to promote pilot proficiency and enhance flying safety. Flight clinics offer excellent opportunities for pilots to improve their flying skills and catch up on the latest procedures and techniques. At a minimum, flight clinics will include ground instruction and usually include airborne instruction.

## Purpose

Clinic participation is available to all qualified CAP pilots. Flight clinics are held to support increased proficiency with an objective of attaining mastery in basic flying skills or CAP-unique mission skills through participation in formal, structured ground and flight activity. Appropriate flight clinic events include FAA Flight Reviews, Instrument Proficiency Checks and accomplishment of annual or abbreviated Form 5 check rides for already qualified pilots.

Pilots who are not CAP-qualified are not eligible for flight clinic participation. They must complete "Return to Flight" training and pass a Pilot Flight Evaluation to regain their qualification prior to participating in a flight clinic. Flight clinics are also not held to upgrade observers or pilots to search and rescue qualification or prepare student pilots for a private pilot certificate, as these are training activities.

## General

Wings should conduct at least one flight clinic per year. The wing in which a flight clinic is conducted is responsible for ensuring compliance with this regulation. CAP flight clinics may be organized, sponsored and conducted by any CAP unit or by an external agency such as the FAA, Aircraft Owners and Pilots Association (AOPA), state aeronautics commission or other similar organization. Clinics conducted as a combined effort of CAP and one of these agencies are encouraged.

## Funding

Although any CAP-qualified pilot may attend a flight clinic, only flights for those having a CAP orientation, instructor, check pilot, transport, or mission qualification can be paid with appropriated training funds. Each wing must carefully balance the use of appropriated training funds for flight clinics against other training needs. If funding permits, additional clinics may be conducted.

## Conducting the Clinic

Each clinic must be under the supervision of a designated activity director, who should carefully review the Flight Clinic Checklist (Attachment 1) for information necessary to assist in planning, conducting and reporting the clinic. Clinics must include a ground phase and should include a flight phase, if practical.

## Ground Phase

The Ground Phase is the academic portion designed to increase a pilot's understanding of the principles of flight, rules of flight and other subjects that directly affect safe flight

operations within the wing and in the local operating area. Ground instruction shall include instruction in each of the following four areas: flight rules and regulations, flight procedures, flight operations, and risk management. Instructors can choose one or more subjects per area and are encouraged to use scenario-based training when appropriate. Suggested topics by area, include, but are not limited to:

### **Flight Rules and Regulations**

- FAA regulations
- CAPR 70-1
- CAPS 73-series
- Local procedures and issues
- Special Emphasis Items

### **Flight Procedures**

- Flight planning/ flight plans
- Weather
- Navigation
- VFR/ IFR procedures
- Terminal area procedures

### **Flight Operations**

- Checklists
- Aircraft performance review (weight & balance)
- Ground, airborne, & landing emergencies
- Crosswind landing limits and landing techniques

### **Risk Management**

- Risk and Mishap Trends in CAP Flying Operations
- Risk Assessment and Release (RA&R) procedures
- Bird & Wildlife Avoidance
- Aircraft ground handling
- Crew Resource Management (CRM)
- Mountain Flying
- Marginal Weather Flying
- Aircraft Preflight and Post Flight Inspection Requirements
- Instructor/Check-pilot Intervention Techniques

Suggested sources for obtaining flight clinic ground instructors include:

- Wing/ region membership
- FAA FSDO/FAAS Team Representatives
- Flight Service Station
- Weather Bureau
- AOPA
- State Aeronautics Commission
- Fixed Base Operators
- Air Force Safety Officers

- CAP-USAF Pilots
- CAP Safety Professionals

## **Flight Phase**

The Flight Phase is the comprehensive airmanship portion of the training that requires the accomplishment of the in-flight maneuvers necessary to operate an aircraft safely. Flights should be limited to approximately 1 hour to accommodate as many participants as possible. Flights may be flown in accordance with CAPS 71-4, *AFAM-approved Proficiency Flight Profiles*, or the activity director may develop unique profiles to meet specific flight clinic objectives. When unique profiles are developed, such profiles should be subjected to a deliberate risk management process.

## **Reporting**

At the start of a clinic, participants will record their attendance by entering their identifying information on CAPF 70-6, *Flight Clinic – Attendance Roster and Certification of Participation*. At the completion of the clinic, participants will sign the CAPF 70-6 and annotate the form with flight time and nature of their flight. The Activity Director will sign the CAPF 70-6; thereby, certifying to the Wing/CC that those listed completed all flight clinic requirements.

The activity director, or a designated flight clinic staff member appointed by the director, will upload the completed CAPF 70-6 and CAPF 70-7, *Flight Clinic – Final Report*, into the Web Mission Information Reporting System (WMIRS) mission files within 7 days of the completion of the flight clinic. The CAPF 70-6 confirms completion of the required training and is necessary for participants to receive any authorized reimbursements, while the CAPF 70-7 provides a record of what was done. Once uploaded to WMIRS, disposition of the paper documents will be at the discretion of the host wing.

## Attachment 1 – Flight Clinic Checklist

Item	✓
1. Establish a tentative date for the clinic	
2. Poll squadrons within the wing to determine an approximate attendance	
3. Suggested sources for instructors for ground classes	
4. Arrange for flight instructors	
5. Finalize the date and place of the clinic	
6. Determine ground school curriculum	
7. Determine flight profiles	
8. Have all participants fill out the attendance roster at ground school start	
9. Have each pilot sign the attendance roster at the completion of the clinic	
10. Upload CAPF 70-6 into WMIRS mission files	
11. Have each pilot sign the attendance roster at the completion of the clinic	
12. Wing/CC or designee review & approve e108s for those who completed	
13.. Upload CAPF 70-7 into WMIRS mission files	

This page intentionally left blank

# Change Record

Issue Date	Change Summary