



**UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
OFFICE OF THE SECRETARY  
WASHINGTON, DC**

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**AIR AMBULANCE AND PATIENT BILLING ADVISORY COMMITTEE**

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The U.S. Department of Transportation (Department) invites interested persons to submit applications or nominations for membership on the advisory committee on air ambulance and patient billing. Applications and nominations for membership must be received on or before January 15, 2019.

Background

On October 5, 2018, President Trump signed the FAA Reauthorization Act of 2018 (FAA Act), Pub. L. No. 115-254, 132 Stat. 3186 (2018). Section 418 of the FAA Act requires the Secretary of Transportation, in consultation with the Secretary of Health and Human Services, to establish an advisory committee to review options to improve the disclosure of charges and fees for air medical services, better inform consumers of insurance options for such services, and protect consumers from balance billing.

The Department intends to establish a Federal advisory committee to review options to improve the disclosure of charges and fees for air medical services, better inform consumers of insurance options for such services, and protect consumers from balance billing to be known as the Air Ambulance and Patient Billing Advisory Committee (AAPB Committee) in accordance with the requirements of the Federal Advisory Committee Act (FACA).

Eligibility for Membership

The FAA Act specifies that the AAPB Committee shall be composed of one representative, to be appointed by the Secretary of Transportation of each of the following: state insurance regulators, health insurance providers, patient advocacy groups, consumer advocacy groups, and a physician specializing in emergency, trauma, cardiac, or stroke. In addition, the FAA Act states that the AAPB Committee shall include three representatives, to be appointed by the Secretary of Transportation, to represent the various segments of the air ambulance industry; and three additional representatives not covered above, as determined necessary and appropriate by the Secretary. Under the FAA Act, the Secretary of Transportation or the Secretary's designee as well as the Secretary of Health and Human Services or the Secretary's designee would also be

members of the AAPB Committee. The chairperson will be designated from among the members appointed.

Individuals applying for membership should keep in mind that Committee members will be selected based on their ability and willingness to effectively represent the interests of all stakeholders in their category, as distinct from their parochial or personal interests. For example, an individual selected to serve on the Committee as a representative of consumer advocacy groups would represent not only his or her own organization, but all consumer advocacy groups. As such, the individual would be expected to consult with other consumer groups in bringing issues to the table and making decisions on proposals before the Committee.

### Submitting Applications or Nominations

Individuals can self-apply or be nominated by any individual or organization. To be considered for the AAPB Advisory Committee, applicants/nominators should submit the following information:

- Name, title, organization, and contact information (address, telephone number and email address) of nominee/applicant;
- Category of membership that the nominee/applicant is qualified to represent;
- Resume of the applicant or short biography of the nominee including professional and academic credentials;
- A statement of nomination on why the applicant wants to serve or the nominator is nominating the individual to serve, and the unique perspectives and expenses the nominee brings to the Committee;
- An affirmative statement that the applicant/nominee meets the eligibility requirements; and
- Optional letters of support.

Please do not send company, trade association, or organization brochures or any other promotional information. Materials submitted should total five pages or less. Should more information be needed, Department staff will contact the applicant/nominee, obtain information from the applicant's/nominee's past affiliations, or obtain information from publicly available sources.

All application/ nomination materials should be submitted electronically via email to [AirAmbulanceCommittee@dot.gov](mailto:AirAmbulanceCommittee@dot.gov). Nominations must be received by January 15, 2019.

### Selection of Members

The Department will choose the Committee members based on four main criteria: (1) representativeness (does the applicant represent a significant stakeholder group described

above?); (2) expertise (does the applicant bring essential knowledge, expertise, and/or experience regarding the air medical service industry?); (3) balance (do selected applicants comprise a balanced array of representative and expert stakeholders?); and (4) willingness to participate fully (is the applicant able and willing to attend the listed meetings and generally contribute constructively to a rigorous policy development process?).

Nominations are open to all individuals without regard to race, color, religion, sex, national origin, age, disability, marital status, or sexual orientation. Nominees selected for appointment to the Committee will be notified by return email and by a letter of appointment.

For further information, please contact Kyle-Etienne Joseph or Lisa Swafford-Brooks, Office of the Aviation Enforcement and Proceedings, U.S. Department of Transportation, by email at [kyle-etienne.joseph@dot.gov](mailto:kyle-etienne.joseph@dot.gov) or [lisa.swaffordbrooks@dot.gov](mailto:lisa.swaffordbrooks@dot.gov) or by telephone at 202-366-9342.