

Merchant Mariner Medical Certificate Application Backlog

The National Maritime Center (NMC) is currently experiencing a backlog of medical certificate applications. The NMC recommends you submit your application 90 days in advance of your current medical certificate's expiration. NMC processing times are currently close to 30 days for COMPLETE applications but may be longer for incomplete applications.

Processing times at the NMC have grown due to large e-mail volume. Sending multiple e-mails for individual pages of the application or sending the same information multiple times only causes delays in processing for other mariners and will significantly delay the processing of your information. For example, during the week of 10-14 June, 2024, approximately 25 percent of all e-mails processed were duplicate medical certificate applications (CG-719K).

You can help us improve processing times by adhering to the following guidelines:

- Review your application to ensure it is COMPLETE prior to submission. Please review our [website](#) to avoid common medical certificate application errors.
- Check your medical certificate expiration date and apply 90 days before it expires.
- E-mail medical certificate applications (CG-719K or K/E) directly to MEDAIP@uscg.mil. (Other submission options include sending to an REC, fax or U.S. mail, but these options are not processed as quickly as direct submission to MEDAIP@uscg.mil.)
- Enter the e-mail subject line in the following format: LAST NAME_FIRST NAME_MARINER REFERENCE NUMBER.
- Name your PDF file in the following format: LAST NAME_FIRST NAME_REFERENCE NUMBER.
- Medical certificate applications (CG-719K) should be submitted as one PDF.
- JPEG and other formats are not accepted.
- Do not send drug test results with your medical certificate applications (CG-719K). Drug testing results should be sent with your MMC application to MMCAApplications@uscg.mil.
- If necessary, e-mail medical-related documentation **other than medical certificate applications** (i.e., additional information) to NMCMedicalClerks@uscg.mil.

As a reminder, only COMPLETE medical applications are accepted for processing. Incomplete applications are returned to the mariner for correction and must be resubmitted, which delays the processing of your medical certificate application.

Sincerely,

/B. W. Clare/

Bradley W. Clare
Captain, U.S. Coast Guard
Commanding Officer