Office of Clinical Education

The Office of Clinical Education provides resources to support students during the Application, Discovery, and Translation phases. Some of the major activities of this office include:

- Plan and implement Orientation to the Clinical Years
- Career counseling and assistance with selecting a clinical advisor
- Determine student schedules during the Application and Translation phases
- Review clinical student assessments and provide counsel to students in need of remediation
- Oversight of committee that writes Medical Student Performance Evaluation (MSPE) letters for residency applications
- Issue tokens to access ERAS and upload documents
- Counsel and assist students with the residency application process - selecting letter writers for letters of recommendation, residency program choices, interviewing, NRMP rank list, etc.
- Counsel unmatched students with the Supplemental Offer and Acceptance Program (SOAP)
- Assign student lockers for storing personal belongings while rotating at Grady
- Set up AAMC Visiting Student Learning Opportunities (VSLO) access for Emory students
- Screen and process visiting student applications, and place visiting students into electives

The Office of Clinical Education is supported by the Grady Campus Student Affairs staff listed below.

Grady Campus

Emory University Faculty Office Building
49 Jesse Hill Jr. Drive
Suite 102

Stacy Higgins, MD, FACP
Associate Dean of Student Affairs, Clinical Services
404-778-1372

Mary Kaye Garcia
Registrar, School of Medicine
Associate Director, Student Affairs
404-712-9921
(Emory SOM Clifton Campus)

Barbara Bingham
Administrative Manager, Office of Clinical Education
404-778-1372

Olivia Wilson
Program Coordinator Electives & Visiting Students
404-778-1367