



Emory Healthcare Undergraduate Student Observer Prerequisites

Emory University Student Qualifications:

Before engaging in an Observership Experience, Emory University undergraduate students are required to meet with an advisor at the Emory University PreHealth Mentoring Office to ensure that the prerequisites have been met/approved for participation in an EHC Observership.

Emory Healthcare Observership prerequisites for Emory Undergraduate Students (Observership Experiences are not guaranteed):

- Emory University student must be classified as a current, full-time enrolled student in good academic standing and must have completed at least one full-time semester.
- Emory University student is required to be in Good Standing. Conduct and Honor Code violations will be assessed by a PHMO Advisor.
- Emory University student must have a minimum 2.0 overall grade point average.
- Emory University student must have a minimum of 25 documented hours in a clinical setting. These hours may come from clinical volunteering or clinical research. Hours at any branch of Emory Healthcare, the Atlanta VA Medical Center, Children's Healthcare of Atlanta, Grady Memorial Hospital, Northside Hospital, or Atlanta Medical Center are preferred. Hours from outside locations will be considered on a case-by-case basis.
- Emory University student must have a documented passing score on all initial required HIPAA training courses prior to observing. Instructions for completing the training can be found here: <http://bit.ly/2sWlvar>

**These prerequisites were established by Emory Healthcare. The PHMO cannot grant exceptions to the requirements listed above.*

Upon completion of the prerequisites the Emory University student must complete the [PHMO Observership Attestation Application](#). Student should have documentation of clinical volunteer/research hours and screenshots of HIPAA training course scores, as the EU student will need to submit these with the application. After the EU student submits the PHMO Observership Attestation Application, a PHMO advisor will contact the EU student to discuss the prerequisites. Please allow five (5) business days for the PHMO advisor to verify the prerequisites.

If all prerequisites have been met, the Emory University student will receive an Observership Attestation from the PHMO. From this point, the EU student must satisfy the requirements and complete all forms required by the Emory Healthcare Observership Policy. The sponsor or hosting department will assist the EU student in gathering the required documents. **Emory University students must receive the Observership Attestation from the PHMO and be granted approval from the Emory Healthcare Department in which the observation will take place, prior to Chief Medical Office (CMO) approval of observation arrangement.**

Emory University students will be required to submit a final reflection report at the end of the Observership experience.