

School of Medicine
Signature Authority Delegations for External Contracts or Agreements

Title and Name	Type of Agreements
Dean (Dr. Thomas Lawley)	(1) Contracts not exceeding \$250,000; (2) Personnel agreements not exceeding \$375,000 in annual salary; and, (3) Emergency contracts, after consultation with the President or either two Executive Vice Presidents and with communication to Dr. Johns' Chief of Staff.
Executive Associate Dean for Administration / Faculty Affairs (Dr. Claudia Adkison)	(1) Contracts not exceeding \$250,000 (i) to engage consulting and other independent contractor services including granting of temporary faculty appointments; (ii) agreement for services of faculty or staff to outside entities; (iii) performance agreements for staff or faculty but not recruitment/appointment letters, letters for appointment of Chairs, settlement agreements and severance agreements; and (iv) Continuing Medical Education (CME) agreements; (2) Agreements Dean has delegated to any other person in cases of urgency when that person and the Dean are unavailable; (3) Any agreement the Dean specifically delegates to Dr. Adkison in writing; and , (4) Any other agreements, in cases of extreme urgency when the Dean is unavailable.
Executive Associate Dean for Medical Education / Student Affairs (Dr. J. William Eley)	Allied health and medical student affiliation agreements of up to 3 years, but which exclude any payments to or by Emory.
Associate Dean for GME (Dr. James Zaidan)	All Graduate Medical Education (GME) affiliation agreements except those with major strategic partners of the School of Medicine, including Emory University Hospital (EUH), Emory Crawford Long Hospital (ECLH), Rollin School of Public Health (RSPH), Children's Healthcare of Atlanta (CHOA) and its affiliates, Veterans Administration Medical Center (VAMC), Grady Health Systems (GHS), and the Centers for Disease Control (CDC).

Title and Name	Type of Agreements
Assistant Dean for Administration (Mr. Joshua Barwick)	Continuing Medical Education (CME) agreements (e.g., conference rooms, hotel, food and beverage, other support), up to \$40,000 for a single event.
Director, Health Sciences Center Library (Ms. Sandra Franklin)	Licensing of electronic information resources for the Woodruff Health Sciences Library (WHSC Library) library, up to \$75,000 and not to exceed 2 years.
Chair, Department of Human Genetics (Dr. Stephen Warren)	Agreements with federal agencies administering the Medicare program or their representatives relating to participation of Emory Genetics Lab (EGL) or its components in the Medicare program, namely for (i) enrollment; (ii) making changes or updates to EGL's information on file with Medicare; and, (iii) commitment of EGL to comply with program requirements.