

Application Process for Medical Student Rotations

Thank you for your interest in our programs. Our rotations are filled on a first come first served basis. Priority will be given to students from schools with existing affiliation agreements.

Affiliation Agreement Requirement

In order to be considered, **a clinical affiliation agreement between your current medical school and Franciscan Health Olympia Fields must be on file.** Please see below – list subject to change.

- Alabama COM
- Arkansas COM
- AT Still University
- Arizona COM
- Burrell COM
- Des Moines University
- Edward Via COM
- Idaho COM
- Kansas City University
- Kansas COM
- Kentucky COM - Upike
- Lake Erie COM
- Lincoln Memorial University DeBusk COM
- Marian University
- Michigan State University CHM & COM
- **Midwestern University-Downers Grove**
Please contact your MWU coordinator
- New York Institute of Technology COM
- Nova Southeastern University
- Ohio University Heritage COM
- Oklahoma State University COM
- Pacific Northwest University of Health Sciences
- Philadelphia COM
- Rocky Vista University COM
- Rosalind Franklin University
- Ross University SOM and American University of the Caribbean
- Saint James School of Medicine
- Southern Illinois University School of Medicine
- Touro University Nevada
- Trinity Medical Sciences University
- University of Incarnate Word School of Osteopathic Medicine
- Western University of Health Sciences
- William Carey University COM
- Windsor University School of Medicine

If your school is not listed above, you will need to submit a letter of interest including how you and other students from your school would make a positive contribution to Franciscan Health, along with your application and COMLEX/USMLE score(s). If clinical space is available after these items are approved, we may begin the process of executing an agreement. Please know medical school agreements can take upwards of 8 weeks for a decision to be made. Spaces will not be held during this process.

Programs Offering Rotations

Diagnostic Radiology*
 Emergency Medicine*
 General Surgery
 Orthopedic Surgery*
 Urology* - Additional affiliation agreement with St. Joseph's in Joliet, IL is required.

Please choose an elective below for Internal Medicine auditions.

Critical Care – MS4 only
Gastroenterology – MS4 only
Pulmonary Medicine – MS4 only
Infectious Disease
Nephrology
Neurology

*Additional Documentation Required for Audition Approval. Contact Jackie Claxton for more information or visit the program's website.

Important Information to know before Applying

1. **Rotation requests must be made at least 6 weeks in advance of the start date.**
2. Fourth year medical student requests:
 - a. ONE rotation in the program you will apply to for residency to take place July through December. This must be a Sub-I/Audition rotation towards a residency application. Non-audition rotations are not allowed during these months.
 - b. A separate application to request up to two non-audition, elective rotations to take place January through June. Elective rotations are only allowed during these months.
3. Third year med students may apply for up to two rotations from January through June.
4. All rotations are 4 weeks in length and follow the dates listed on the application. Some programs will allow shortened two and three-week rotations, but you must begin on our start date.
5. All rotations are done at Franciscan Health in Olympia Fields. However, a portion of the 4-week Urology rotation is done at St. Joseph Medical Center in Joliet, IL. Your school will need an affiliation agreement with them as well. Please note: Urology auditions take place July-November only.
6. Once you are tentatively approved for a rotation, an email will be sent to you and your coordinator requesting the required documentation. Those items are **due within 60 days from your tentative approval or 6 weeks from the start of the rotation – whichever is sooner**. If all items are not completed in their entirety and submitted before the deadline, the tentative approval will be cancelled.
7. Any changes or cancellations to an approved rotation must be made in writing from the student or a school official **60 days prior to the start of the rotation**. Failure to cancel with at least a 60 day notice may negatively impact requests for future rotations for yourself and other students at your institution.
8. Meals and housing are not provided by Franciscan.
9. There are about 40 online trainings that need to be completed prior to the start of the rotation. These will be sent out about 3 weeks ahead of the rotation and due at least one week before the start. Your rotation will be cancelled if they are not completed on time.
10. At the time of publication, our residency programs are able to consider applicants who require a Visa to work in the United States. This is subject to change at the discretion of hospital administration.

To Apply:

For Sub-I/Audition rotations (July-December only) Submit a completed application form along with a two-paragraph written statement reflecting the following prompts:

Paragraph 1: Why are you applying to Franciscan Health in the Chicagoland area?

Paragraph 2: Why are you applying to this specific residency program?

Both documents should be emailed to Jackie Claxton.

*Diagnostic Radiology, Emergency Medicine, Orthopedic Surgery, and Urology require additional documentation to be submitted WITH the application for audition rotations.

Non-audition/elective rotations (January-June only) email the completed application form to Jackie Claxton.