

Application Process for Medical Student Rotations

**Applications will be accepted starting 8am CST on Monday, March 4<sup>th</sup>, 2024.**

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 the list below.

- Arkansas College of Osteopathic Medicine
- AT Still University
- Arizona College of Osteopathic Medicine
- Des Moines University
- Edward Via College of Osteopathic Medicine
- Idaho College of Osteopathic Medicine
- Kansas City University
- Lake Erie College of Osteopathic Medicine
- Lincoln Memorial University - DeBusk COM
- Marian University
- Michigan State University College of Human Medicine
- *Midwestern University - Downers Grove, IL \*Please contact your coordinator\**
- Nova Southeastern University
- Ohio University Heritage COM
- Pacific Northwest University of Health Sciences
- Philadelphia College of Osteopathic Medicine
- Rocky Vista University College of Osteopathic Medicine
- Ross University School of Medicine and American University of the Caribbean
- Southern Illinois University School of Medicine
- Saint James School of Medicine
- University of Incarnate Word School of Osteopathic Medicine
- University of Pikeville Osteopathic Medicine
- William Carey University College of Osteopathic Medicine
- 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.

Important Information to know before Applying

1. The only residency program that may sponsor a J1 Visa is our Internal Medicine Program.
2. Some programs will except residency applications for those that currently have a Visa. Please inquire about program specific details when submitting rotation request if this applies to you.
3. Our Emergency Medicine, Diagnostic Radiology, Urology, and Orthopedic Surgery teams request additional documentation to be submitted with your application for approval. Please contact Jackie Claxton for more information.
4. All rotations are 4 weeks in length and follow the dates listed on the application.
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's in Joliet, IL. Your school will need an affiliation agreement with them as well.
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.**
7. Any changes or cancellations to an approved rotation must be made in writing from the student or their school official 60 days prior to the start of the rotation.
8. Meals and housing are not provided by Franciscan. We do have a small list of housing options available to send you upon request once you are approved and all required documents are received.
9. There are about 40 online trainings that need to be completed prior to the start of the rotation. These will be sent out 4-6 weeks ahead of the rotation and due at least one week before the start. You will not be able to rotate here if they are not completed on time.

Available Program Options

**Diagnostic Radiology** - \*Additional Documentation Required for Audition Approval  
July through December MS4 Auditions only – January through June MS3 & MS4

**Emergency Medicine** - \*Additional Documentation Required for Audition Approval  
July through January MS4 Auditions only – February through June MS3 & MS4

**Orthopedic Surgery** - \*Additional Documentation Required for Audition Approval  
July through December MS4 Auditions only – January through June MS3 & MS4

**Urology** - \*Additional Documentation Required for Audition Approval  
\*\*Additional affiliation agreement with St. Joseph's in Joliet, IL is required.  
June through November MS4 Auditions only – December through May MS3 & MS4

**General Surgery** - July through December MS4 Auditions only – January through June MS3 & MS4

*Please choose an elective below for auditions to Internal Medicine.*

**Gastroenterology** - MS4 only  
**ICU** - MS4 only  
**Nephrology**

**Neurology**  
**Pulmonary Medicine** - MS4 only

## Franciscan Health Olympia Fields Medical Student Rotation Application 2024-2025

Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Year at the time of rotation: **MS4** or **MS3** (circle one) Expected Graduation Date \_\_\_\_\_

Complete Home Address (including city, state, and zip code)  
\_\_\_\_\_

Email address \_\_\_\_\_ Phone \_\_\_\_\_

\*Date of Birth \_\_\_\_\_ \*Last 4 digits of US SSN \_\_\_\_\_ \*Gender \_\_\_\_\_

Name of Current Medical School \_\_\_\_\_

Complete Address of Medical School (including city, state, and zip code)  
\_\_\_\_\_

Name of School Coordinator(s) \_\_\_\_\_

Coordinator's Phone Number \_\_\_\_\_

Coordinator's Email Address \_\_\_\_\_

Will this be an audition rotation? \_\_\_\_\_ If yes, what year's "Match"? \_\_\_\_\_

*Please complete the table below to request your rotation:*

	<b>Program</b> (Please see options on Application Process sheet)	<b>Block #</b>	<b>Start and End Dates</b> (Must use dates from schedule below)
1 <sup>st</sup> Choice			
2 <sup>nd</sup> Choice			
3 <sup>rd</sup> Choice			

<b>Block 1</b>	6/3/2024-6/30/2024	<b>Block 7</b>	11/18/2024-12/15/2024
<b>Block 2</b>	7/1/2024-7/28/2024	<b>Block 8</b>	1/6/2025-2/2/2025
<b>Block 3</b>	7/29/2024-8/25/2024	<b>Block 9</b>	2/3/2025-3/2/2025
<b>Block 4</b>	8/26/2024-9/22/2024	<b>Block 10</b>	3/3/2025-3/30/2025
<b>Block 5</b>	9/23/2024-10/20/2024	<b>Block 11</b>	3/31/2025-4/27/2025
<b>Block 6</b>	10/21/2024-11/17/2024	<b>Block 12</b>	4/28/2025-5/25/2025

Please return the completed application **and your school photo\*\*** via email to Jackie Claxton, Medical Clerkship Coordinator: [Jacqueline.Claxton@franciscanalliance.org](mailto:Jacqueline.Claxton@franciscanalliance.org)

*\*Information on this form will be used to request scrubs for surgical rotations and a Franciscan user account for all students approximately 6 weeks before a confirmed scheduled rotation.*

*\*\* Photos are only used for identification purposes while on rotation and during the application/interview/match process.*