

Rush University

Orientation Guide



This orientation guide serves as a tool to allow you to acquaint yourself with the offices and student support services that will assist you during your time at Rush University. Our list of resources is meant for you to take advantage of, so we can make sure you have the best experience possible during your program. Always feel free to reach out and ask questions of any of these offices.

If you aren't sure who to ask about a specific question, you can email Student_Affairs@rush.edu and we will direct you to the right place.

You are going to do amazing things at Rush, and the whole Rush community is here to support you in your endeavors.

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Rush University

Resources

Library

The Library of RUMC is here to make your life easier! We'll help you with locating resources, one-on-one research assistance and citation management. Utilize our:

- Collection of books and journals
- Citation management tool (RefWorks)
- Databases (e.g. PubMed, CINAHL, UpToDate)
- Study rooms and carrels
- Computer lab
- Copier/printer

Library Account Registration

Rush students are automatically registered with the library. Other Rush users can sign up in person or online. Once registered, your Rush ID becomes your library card.

Sign up or update your library account at:
rushu.libsurveys.com/register

Off-Campus Access

With your proxy login, you can access resources from off campus! From the Library homepage, browse resources as usual. When prompted, simply log in with your Rush Network ID.

Hours

Monday to Thursday: 7 a.m. to 10 p.m.

Friday: 7 to 6:30 p.m.

Saturday: 10 a.m. to 5 p.m.

Sunday: 1 p.m. to 8 p.m.

Beyond Rush

If you can't find what you're looking for in our collection, you have access to I-Share and ILLiad, which allow you to request materials from other libraries.

[ASK A QUESTION](#)

Have a question? Click on the *Ask a Question* button at the top of our website. From there, you can ask a general question, request a librarian assisted search, schedule an appointment for research assistance or group instruction, and contact our Archives.

The Library of RUMC

Email



lib_ref@rush.edu

Phone



(312) 942-5950

Location



Armour Academic Center,
600 S Paulina St., Suite 571

Website



rushu.libguides.com

Accessibility Services

Rush University is committed to attracting and educating students who will help to make the population of health care professionals reflective of the national population, including individuals with disabilities.

Services

Our goal is to ensure equal access to facilities, programs and services at Rush for students with disabilities. The Office of Student Accessibility Services is your go-to resource for disability-related questions, providing an individualized, interactive experience to help meet your needs.

Students are encouraged to apply for accommodations promptly after being admitted but may apply at any time throughout their program. Students seeking accommodations are required to complete and submit the following:

- A request for accommodation online form
- Documentation stating a disability

Forms can be found online at:

rushu.rush.edu/office-student-accessibility-services

“We’re here to help you fulfill your potential as a valued member of the Rush University community and a future health care leader.”

— **Marie Lusk**, *Director*
Office of Student Accessibility Services

The Office of Student Accessibility Services

Email



marie_lusk@rush.edu

Phone



(312) 942-5237

Location



Armour Academic Center, 600 S Paulina St., Suite 901

Rush Wellness Assistance Program

The Rush Wellness Assistance Program is a comprehensive, system-wide resource for all Rush employees, students, and their families.

Work: Professional and personal development through “Skillbuilders” — free 30-45 minute online tutorials that address numerous topics including, Emotional Wellbeing, Achieving Personal Goals, Managing Stress, Time Management, The Power of Resilience, and much more.

Life: 24/7 Confidential, short-term counseling services, including videoconferencing available on mobile devices.

Home: Connecting Rush community members to pre-screened services for child and elder care, legal support, and financial planning.



RUSH | WELLNESS

To access on your mobile device, visit the **App Store (iPhone)** or **Google Play (Android)** to download.



Zoom for mobile videoconferencing telehealth.



Spark Perspectives for Rush Wellness Assistance Program services.

The Rush Wellness Assistance Program

Online



insiderush.rush.edu/wellness

Phone



(833) 304-3627

More Wellness Resources

Mental Health First Aid

Similar to CPR training, this comprehensive program prepares our community to identify worrisome signs in ourselves and in others. In addition, this program provides guidance on how to respond to a classmate or friend in a mental health crisis. [Learn more.](#)



Rush University Student Wellness Association (RU Well)

Student-led group that focuses on supporting Rush students in their quest to lead truly healthy lives. [Learn more.](#)

Wellness on Demand

Online yoga, fitness and medication classes. Enjoy one year free. myyogaworks.com/rush

National Suicide Prevention Lifeline:

Free, confidential support for people in distress, including a crisis text line (741-741).

suicidepreventionlifeline.org

ULifeline Anonymous Self Evaluator

The Self Evaluator screens for thirteen of the most common mental health conditions that students face. This screening does not provide a diagnosis, but identifies problems that could be impacting thoughts, feelings and behaviors. The screening process also provides information on these conditions and how to reach out for help.

ulifeline.org/rush/self_evaluator



The Rush Wellness Assistance Program

Online



insiderush.rush.edu/wellness

Phone



(833) 304-3627

Student Health Insurance Plan

Rush University Policy requires all students to have quality health insurance. Students in Rush College of Medicine are automatically enrolled in the Student Health Insurance Plan. Underwritten by Blue Cross and Blue Shield of Illinois (BCBSIL).

This plan meets or exceeds a Gold metal level of coverage.

- Affordable, quality coverage compatible with the Affordable Care Act
- Academic Emergency Services (AES)*
- Covers you at school, at home and while traveling abroad
- Access to a broad Participating Provider Organization (PPO) Network from BCBSIL
- Access to multilingual 24/7 Nurseline
- Discounts on vision, fitness and much more

Rush College of Medicine students who wish to add Dependents will need to contact the Office of Financial Affairs; call 312-942-5257 or send an email to financial_affairs@rush.edu.

Enrollment in the plan for all College of Health Sciences, College of Nursing and Graduate College students is required unless the student provides proof of coverage under a comparable plan. Students in these three colleges may enroll online at rush.myahpcare.com. The set premium will be charged to your tuition bill. If you have comparable coverage through another insurance carrier, you can show proof of comparable coverage and attach a copy of your health insurance ID card online at rush.myahpcare.com.

Once enrolled in the Student Health Insurance Plan, coverage will be in effect until the student graduates or provides proof of other comparable coverage. Also, please note that no pro-rata refunds will be given once enrolled in the program.

If you do not waive coverage by the deadline, the premium will be charged to your Rush student account. No changes will be made to a student's Rush account after the waiver deadline.

Please note that dependents must be enrolled at the time the student enrolls and their coverage will coincide with that of the student. Dependent coverage will automatically be advanced from one coverage period to the next (the same as the student) until we are advised by the school to remove the dependent coverage or until the student is no longer covered under the plan. Dependents cannot purchase coverage unless the student has purchased coverage. **To view rates and enrollment information, please go to rush.myahpcare.com.**



Academic BlueSM Student Health insurance Plan

For additional info



rush.myahpcare.com

Phone



(855) 343-8388

Rush University

Organizations

Office of Student Life and Engagement

The Office of Student Life and Engagement is committed to providing an atmosphere that will enhance each student’s academic experience and connection to Rush.

Student Organizations

Rush University is home to 40 student organizations that you can get involved in, including special interest groups, academic groups and multicultural groups.

Programming

Take part in events throughout the year, including Welcome Back Week, OctoberFest, Rushapalooza and Student Appreciation Week. You’ll have opportunities to explore Chicago and join lunch and learn sessions related to health care and networking.

Career Services

We offer CV and resume reviews, interview preparation and a full calendar of career workshops.

Chicago Services

Our office can provide you with information on transportation and housing in Chicago. Student benefits also include free or reduced rates for local museums, sporting events, Zipcars, Divvy bikes and AMC movies.



Student Lounge

Armour Academic Center, Room 992

Take advantage of our kitchenette with micro-waves and refrigerators. Free coffee service for students is available three times a day.

Contact Office of Student Life and Engagement

Email → student_life@rush.edu

Phone → (312) 942-6302

Location → **Armour Academic Center,
600 S Paulina St., Room 984**

Website → bit.ly/StudentLifeEngagement

Student Senate

Mission: The purpose of Rush University Student Senate shall be to bring together student representatives from each college at Rush University to serve as liaisons between students, faculty, and administration to address common issues affecting all students and to promote interdisciplinary activity.

Responsibilities:

Student Senate meetings are held twice a month and it is the obligation of every officer to attend a minimum of 12 meetings an academic year. Each selected board member shall serve for at least one year. Other duties include planning Student Senate events, potentially serving on search and university committees, etc.

Membership:

If interested in joining Student Senate, please feel free to contact the current Chair or Vice Chair at any time.

Rush University Student Senate

Webpage  tinyurl.com/rushu-student-senate

Officers

- **Chair**
- **Vice Chair**
- **Treasurer**
- **Secretary**
- **(2) Student Senators –**
Marketing and Communication
- **(8) Student Senators –**
College Representatives:
Such representatives are responsible for the faithful and diligent representation of the interests of his or her constituents.
- **Student Organization Representatives**

Diversity and Multicultural Affairs

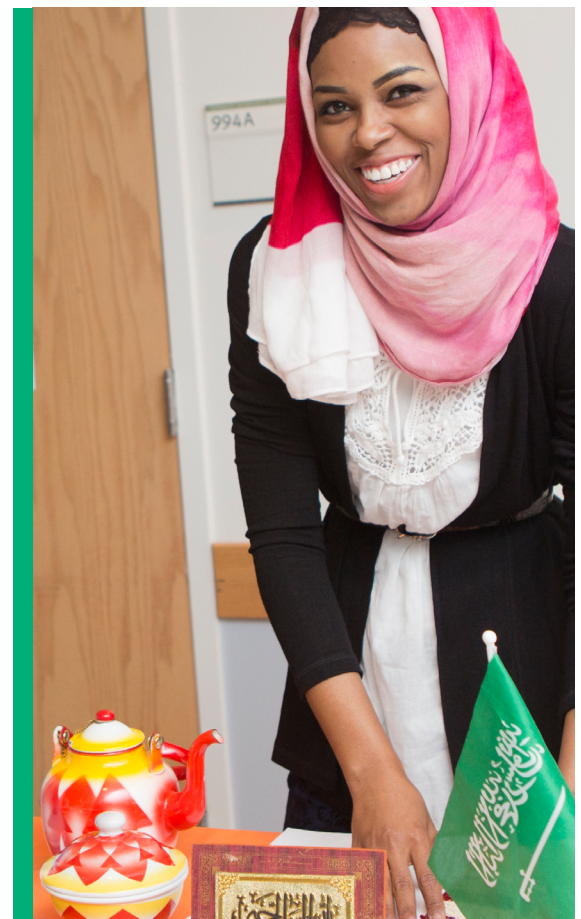
Our goal is to help develop health care professionals who are reflective of the communities, patients and region we serve, and who have gained an understanding of the many forms diversity takes.

Student Affinity Groups

Our student affinity groups strive to create a welcoming and supportive environment for students from all backgrounds. In collaboration with our office, these groups host co-curricular activities that raise the level of awareness and appreciation for the many types of diversity at Rush.

The following is a list of our student affinity groups:

- American Medical Women's Association (AMWA)
- Asian Pacific American Medical Student Association (APAMSA)
- American Women Surgeons (AWS)
- Interprofessional Minority Student Association (IMSA)
- Latino Medical Student Association (LMSA)
- Student National Medical Association (SNMA)
- Rush Christian Fellowship (RCF)
- Rush Jewish Student Association (JSA)
- Rush Muslim Student Association (MSA)
- Rush South Asian Student Association (SASA)
- Rush Pride
- Rush University Diversity and Inclusion (RUDI)



Student Diversity and Multicultural Affairs

Email



Student_Diversity@rush.edu

Webpage



tinyurl.com/rushu-SDMA

The Office of Global Health

Mission: To work in partnership with underserved global communities to improve health and well-being through inter-professional service, learning and scholarship.

Service Learning Opportunities through the Office of Global Health

All students are eligible to participate in service learning opportunities through multiple avenues. Rush has pre-approved sites (Dominican Republic and Haiti) and structured trips (RISE) on which students can participate. Opportunities for the 2020-21 primary care and surgical service trips are available on the [Global Health webpage](#).

Rush Students for Global Health

Rush Students for Global Health seek to introduce and cultivate an interest in global health and global health medicine within the Rush University community by promoting awareness of current issues in the practice of global health and medicine through lectures and forums and by advertising international medical experiences available to all Rush University students, residents, and attending physicians.


M4 Elective

In order to be eligible for scholarship and credit, students enrolled in the medical college must take the Global Health elective and serve in an approved site (Dominican Republic and Haiti). There are additional pre-approved locations (India & AAMC Visiting Student Learning Opportunities sites).

Rush Interdisciplinary Service Experience (RISE)

Rise provides a structured curriculum and scholarly focus to the community service component of the service experience. Each year there is a different project, which is conducted over spring break. All students are invited to apply. To get comprehensive details on this year's project and logistical details, [visit the RISE page](#).

The Office of Global Health

Call  (312) 563-6395

Email  Academic_Affairs@rush.edu

Rush University

Essentials

Housing

Tailor Lofts Student Apartments

Rush University has secured a block of apartments at Tailor Lofts to address the housing needs of our students. Located just one mile east of campus, Tailor Lofts is located just two stops away on the blue line train.

Rush has negotiated lower rates than those listed on the website, so reach out to Kirsten or Sabrina to learn more about floor plans, amenities and rates for Rush students.

Tailor Lofts Student Apartments

315 S. Peoria St., Chicago, IL 60607
(312) 563-5638 tailorlofts.info

Leasing Agents:

Briana Russell: brianarussell@peakcampus.com
Ranna Patel: rpatel@peakcampus.com
Sabrina Hunt: shunt@peakcampus.com

Some amenities include:

- 24-hour security presence at the first-floor entrance
- Wi-Fi throughout the building
- 24-hour Mac computer center
- 4-hour fitness center
- Full kitchens in every unit
- Free campus shuttle stop outside the building
- On-site parking (for an additional charge)
- Rent is included on the Rush bill, along with tuition and any related student fees

Off-Campus Student Housing

The Office of Student Life and Engagement has compiled additional information about off-campus student housing, including links to rental properties and information on Chicago neighborhoods and transportation.

The Off-Campus Housing Guide:
bit.ly/RUHousing2019-20

Brokers

Rush University is working with two brokerage companies that will assist students, free of charge, with locating and securing off-campus housing. Contact them directly:

Apartment People

Maurice Ortiz
apartmentpeople.com
Email: maurice@apartmentpeople.com

Downtown Apartment Company

Ericka Rios and Ben Creamer
downtownloop.com
Email: rush@downtownloop.com

Office of Student Life and Engagement

Email



Student_Life@rush.edu

Phone



(312) 942-6302

Dining

Located in the Armour Academic Center (600 S. Paulina St.) on the second floor:

West Side Food Hall

- Take advantage of our kitchenette with microwaves and refrigerators. **Free coffee service for students is available three times a day.**
- Features three resident restaurants — Potbelly, Beatrix Market, Fat Rabbit — and two rotating pop-up restaurants, offering a wide variety of flavors and cuisines for breakfast and lunch.
- A large seating area.

Common Grounds coffee kiosk

- Features local coffees and specialty drinks, snacks and grab-and-go items.

There are Subway and Au Bon Pain restaurants on campus that have dining options and seating areas as well.

Food Hall hours

Breakfast: 6:30 a.m. to 10 a.m.

Lunch: 11 a.m. to 2 p.m.

Monday to Friday
(excluding holidays)

Coffee kiosk hours

6:30 a.m. to 4:30 a.m.

Monday to Friday
(excluding holidays)



How should you be informed in an emergency?

Emergency situations can happen anywhere, at any time. Be ready with RU Alert — Rush’s emergency alert system for Rush employees, faculty and students.

What do you need to do?

RU Alert only knows your Rush email, so tell us ALL the ways you want to be contacted - text, phone, email - so we can reach you quickly when seconds count. Go to: <http://mobileweb.rush.edu/secure/optin> to update your profile.

RU Alert will only be used for critical emergencies.

RU Alert system

Website



<http://mobileweb.rush.edu/secure/optin>

When something just doesn't seem right

Speak up!

Confidential, anonymous toll free phone or web reporting available 24 hours a day, 7 days a week.

Student Complaint Portal

Student complaints regarding services, academic programs, improper conduct, or other challenges impacting the student's experience may be addressed informally such as following up with the specific staff or faculty affiliated with a particular issue.

In the case where a student feels their complaint would be best handled through formal procedures, Rush University offers a process for students to confidentially submit their formal complaints through the Student Complaint Portal.

Certain complaints have specific procedures, such as Title IX sexual misconduct or Grade Appeals. Under circumstances where a student files a formal complaint through the Student Complaint Portal requiring a specific procedure or contact person, the complaint will automatically be routed to the appropriate area for additional review and follow-up.

Rush Hotline

Rush is an organization with a strong commitment to compliance, ethics, and respect in the clinical and academic settings.

Rush wants you to feel comfortable in approaching your supervisor/management or faculty/college administrator with questions and concerns including instances where you believe violations of standards, policies, or inappropriate behavior may have occurred.

To encourage and support reporting of issues or concerns by our employees, students, patients, vendors and others, Rush has established phone and Internet-based reporting Hotline services.

Student Complaint Portal

Online → **Complaint Portal site**

Phone → **(833) 625-3778**
(833) MAKERPT

Student Complaint Portal

Rush Hotline

Online → **rush.ethicspoint.com**

Phone → **(877) 787-4009**

Social Media

All are encouraged to engage with our social media channels and follow them for the latest Rush University news and announcements. Use social media to connect with the Rush University community and foster vibrant and thoughtful interaction.

Smart Social Media Use

While we welcome participation, be aware of best practices for smart social media use. Using social media appropriately will help protect your personal and professional reputation.

- Don't post any details that can be used to identify a patient or student.
- Don't seek out "friends" who are patients or respond to such requests.
- Don't disclose personal information (home address, home and cell phone numbers, email addresses, etc.).
- Don't use abusive language, ethnic and racial slurs, or hateful speech.

In addition, no student may speak on behalf of Rush or use a Rush seal or logo in any form of social media. For more information, Rush University Medical Center's full social media policy can be found on Inside Rush.

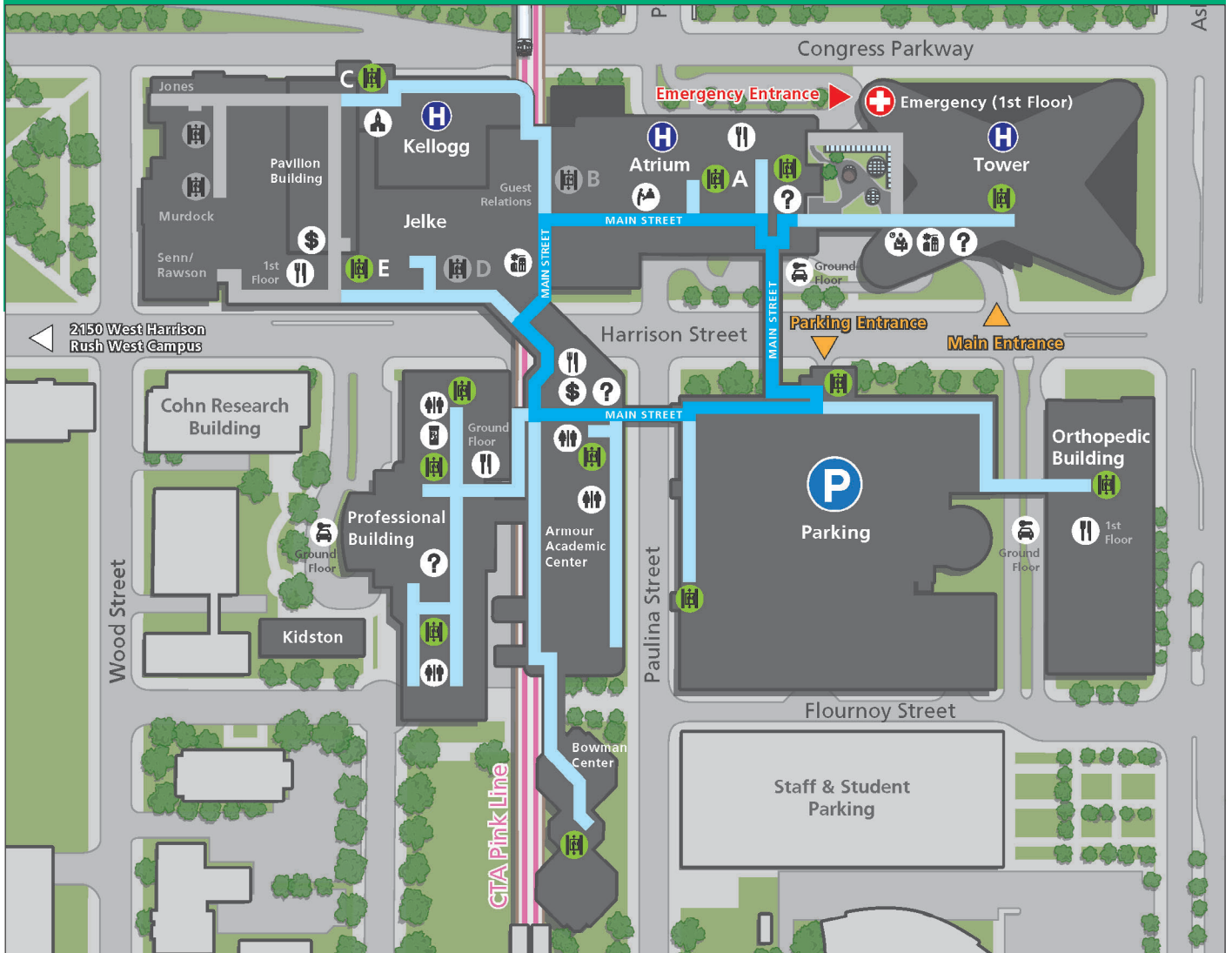
	facebook.com/RushUniversity
	instagram.com/rushuniversity
	twitter.com/RushUniversity
	bit.ly/RUlinked
	youtube.com/user/rushuniversity



[#rushuniversity](#)

[#rushu](#)

Campus Map - Fourth Floor



Key

- | | | | | | | | |
|--|------------------|--|--------------|--|-------------|--|----------|
| | Emergency | | Hospital | | Parking | | Vending |
| | Public Elevators | | Restrooms | | Restaurant | | ATM |
| | Information | | Registration | | Coffee shop | | Pharmacy |
| | Valet | | Lounge | | Gift shop | | Chapel |



 RUSH

Excellence is just the beginning.