

Homebound Standard Procedure for Home and Hospital Instruction

Standard

- Public Act 97-0123 guides the work of the OSD Home and Hospital Instruction Program.
- The amended Act redefines the standards for determining when a student is eligible to receive home or hospital instruction. Specifically, a student now qualifies for home or hospital instruction when a licensed physician anticipates that, due to a medical or psychiatric condition, the student will:
 - (1) be unable to attend school; or
 - (2) be absent on an intermittent basis.
- As a result, the amended Act states that there is no minimum number of days a student must be absent before the student qualifies for home or hospital instruction.
- Additionally, the amended Act states that the home or hospital instruction may begin as soon as the school district receives a written physician's statement and must begin within five school days of receiving the statement.
- Finally, the amended Act requires the school district to implement, as part of the student's home or hospital instruction, any special education and related services pursuant to an IEP and any services and accommodations pursuant to a Section 504 plan.
- The Home and Hospital Instruction Program (HHIP) provides access to continuous instruction, by a certified teacher, to all students whose academic programs are anticipated to be interrupted because of a diagnosed medical or psychiatric condition.

Procedure

- Parent/Guardian submits a completed referral to school staff, including the school nurse, for review and consideration.
- The School Homebound Coordinator shall schedule a meeting with the student's Educational Planning Team, which may include the IEP or 504 team, to discuss and document instruction and related services during the eligible period for homebound and hospital instruction related to the instruction and related services identified in the student's IEP and/or 504 Plan. Special education and related services required by the child's IEP or services and accommodations required by the child's 504 Plan must be implemented as part of the child's home or hospital instruction, unless the IEP team or 504 Plan team determines that modifications are necessary during the home or hospital instruction due to the child's condition.
- The School Homebound Coordinator shall schedule a meeting with the Educational Planning Team. At the meeting, the team will review and discuss the referral for homebound and hospital instruction, including any new medical or psychiatric documentation, and determine the amount and type of instruction and related services the student will need during the eligible period for homebound and hospital instruction related to the instruction and related services identified in the student's IEP and/or 504 Plan.
- The School's Homebound Coordinator will secure a teacher and necessary related service providers to provide instruction to the student.
- The teacher completes the teacher application.
- The School Homebound Coordinator will submit the completed referral, the Education Plan, and teacher application to OSD for administrative review.

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- The HHIP Manager in OSD reviews the documentation for completeness and either confirms that the request complies with applicable requirements and District policies.
- The student's instruction and services shall be monitored by the School Homebound Coordinator to ensure the student receives their education and related services. If the student does not receive their education or services, the teacher or related service provider should offer to make up missed session(s) as is medically advisable for the child, or alternatively, the team shall convene a meeting to discuss compensatory education.