

**What is Hospital/Homebound Instruction?**

Hospital/Homebound (HHB) Instruction is designed to provide continuity of educational services between the classroom and home or hospital for students whose medical needs, either physical or psychiatric, do not allow them to attend school for a limited period of time.

**Who is eligible for HHB instruction?**

- Students enrolled in Atlanta Public Schools
- Anticipated absences for 10 consecutive days or more
- Illness is not contagious
- Chronically ill students

**Who is not eligible for HHB instruction?**

- Private or home school students
- Communicable diseases
- Attending school for half-day or more
- Instruction provided by other sources (i.e. mental facility)

**What is the referral process for homebound services?**

- The student's parent or guardian should notify the SST/RTI Specialist or SELT of the possible need for HHB services.
- The SST/RTI Specialist or SELT will provide the student's parent or guardian with the Referral for Homebound Form, the parent consent form and the HHB Medical Examination Report form.
- A licensed treating physician/psychiatrist must certify that the student cannot attend school as a result of a medical and/or psychiatric condition and that the student will benefit from homebound instruction. The treating physician/psychiatrist must complete the ORIGINAL HHB Medical Examination Report form.
- Once all of the ORIGINAL forms are completed in its entirety, they should be returned to the SST/RTI Specialist or SELT. The SST/RTI Specialist or SELT must review the forms, ensure that the student meets the eligibility requirements and that all fields are completed before submitting.
- Within 5 school days, the SST/RTI Specialist or SELT must notify the parent of a meeting to discuss HHB services.
- After the meeting, the SST/RTI Specialist or SELT must complete the HHB referral form, HHB services minutes form, the Educational Service Plan (ESP), and forward all of the forms to the HHB Liaison at the Central Office within 5 days.
- If services are approved, a GA certified teacher(s) (preferably at the student's school) will be assigned to the student.
- The assigned teacher will make arrangements with the family to begin instruction at a mutually agreed upon date, time and location.
- A responsible adult must be at home during the entire time of instruction.
- If a student does not return to school as originally projected, a medical extension is required to continue services.

**What is Intermittent Homebound?**

Intermittent homebound allows students with chronic health conditions to have HHB services whenever it is anticipated that they will be absent for a minimum of ten consecutive school days or for intermittent periods anticipated to exceed ten school days during the school year (*Ex: sickle cell anemia, diabetes, kidney disease, cancer, etc.*). Students approved for intermittent HHB services must be absent for three consecutive school days on each occurrence before HHB services will be provided.

**Other facts about homebound instruction:**

- The student is counted present if served a minimum of three hours per week.
- Grades are determined jointly by homebound and classroom teacher(s).
- Homebound services will be discontinued if the licensed physician or licensed psychiatrist recommends that the student is able to attend school or can no longer benefit from HHB services; if the student is employed in any capacity, goes on vacation, regularly participates in extracurricular activities, returns to school or is no longer confined at home; or if the parent/guardian cancels three sessions without a 24 hour notice.