



CPSB HOSPITAL/HOMEBOUND HANDBOOK

Parent Applies for HHB or Virtual Program through the School Counselor

Counselor sends applications to:
HHB representative,
CPSB Nursing Rep.(Medical)
CPSB Social Worker Rep.(Psychological)

Wait on completed Doctor's orders.

Approved

Denied

HHB Rep schedules meeting with all key stake holders.

HHB Paperwork & Ace Applicant is completed at meeting

Notify Parent and School Counselor

Regular Education Student

Special Education Student

K-2 Contact Elem. Supervisor

3-12 will utilize Edgenuity

K-2 Contact Elem. Supervisor

3-12 will utilize Edgenuity

Edgenuity will be graded by district consultant

SPED Services be provided face to face as per IEP

April Dunn will go through Mall Site



HOSPITAL/HOMEBOUND HANDBOOK
Calcasieu Parish School Board
Revised June 2023

Table of Contents

Introduction-----	3
Criteria for Eligibility-----	3
Description of Instructional Services-----	4
Initiating Services-----	4
Development of the I.E.P-----	5
Grading of H/H Students-----	5
Documentation of Teacher Visitation-----	5
Promotion of H/H Students-----	5
Transition of Students Returning to School-----	6

INTRODUCTION

Hospital/homebound services are for students in regular education or special education who, as a result of health care treatment, physical illness, accident or the treatment thereof, are not able to be moved from the hospital or home environment for the provision of education services. For a special education student, Hospital/Homebound services can be a more restrictive placement requiring a reevaluation. Students must be enrolled in a local public school to receive services. Hospital/Homebound will be offered via virtual for all coursework for grades 3-12. Students that are Pre-K -2nd grade that qualify for Hospital/Homebound services will be serviced by an itinerant teacher in the appropriate environment. Students that qualify for Special Education services will be serviced their special education minutes in the appropriate environment.

CRITERIA FOR ELIGIBILITY

- Hospital/Homebound is an alternative setting for the provision of education, by a certified teacher, in the student's home environment, hospital, or appropriate setting in which one of the following conditions exists.
- The student possesses a **physical impairment or illness** or is receiving treatment for an impairment or illness, which directly precludes the student's movement from a hospital or home environment to the general education environment. The student is expected to be at home or hospitalized for at least eleven (11) consecutive school days and will be able to participate and benefit from an instructional program. A medical assessment will be completed by a physician qualified by training or experience to assess the health problem. This report shall contain a description of the disabling condition, with any medical implications for instruction and shall state that the student is unable to attend school, whether or not he is free of communicable disease and give an estimated duration of the condition. The student has been determined by a board-certified psychiatrist or licensed psychologist to be **seriously emotionally disturbed**. In this case, an Individual Evaluation which meets all the standards for that exceptionality as listed in Bulletin 1508 must be attached to the request for homebound services. A board certified psychiatrist or licensed psychologist who meets the standards of the National Register of Health Services Providers in Psychology has certified in a signed written report that: The student is currently admitted to a full time inpatient program of care and treatment in a hospital certified or licensed by the State of Louisiana, and that continued participation of the child in the inpatient program is necessary to the proper care and treatment of the child – OR-- The child is emotionally disturbed and is being provided a program of continuous care and treatment which would be seriously

disrupted by movement to the general educational environment and the program of care and treatment in combination with the proposed homebound placement should permit the return of the child to the general education environment at a specified date. A copy of the treatment plan for the child, signed by the psychiatrist or licensed psychologist is attached to the written report, together with a statement that he or she will notify the school board if the treatment plan is significantly changed or discontinued.

- The placement is a result of the IEP team determining that Hospital/Homebound is the Students **Least Restrictive Environment**. In order for the exceptional student to be eligible to receive services, the following procedures must be followed: 1) The student must have a current evaluation and be classified under Bulletin 1508 as having a disabling condition, 2) The IEP committee comes to the consensus that Hospital/Homebound placement is the student's Least Restrictive Placement and 3) A reevaluation must be conducted.

DESCRIPTION OF INSTRUCTIONAL SERVICES

- Calcasieu Parish Schools will provide Hospital/Homebound services on the 11th school day after an absence of over ten consecutive school days for a qualifying illness. Homebound instruction, at a minimum, shall be provided in the core academic subjects: English, Mathematics, Science and Social Studies. **The integrity of the instructional objectives must be maintained.**
- Homebound instruction shall be provided by a properly certified teacher. Consideration shall be given to the individual's need for services beyond the core academic subjects for students with disabilities. Homebound services are generally provided via virtual instruction for grades 3-12 and itinerant services for Pre-K – 2. Students with disabilities as identified under Bulletin 1508 will receive face to face instruction as deemed per the IEP.

INITIATING SERVICES

- A parent/guardian is to obtain a Hospital/Homebound Request Form from the school counselor and return the completed form to the counselor.
- Approval must then be obtained from the Hospital/ Homebound Department.
- After an approved application is received, services must be reviewed and rendered immediately.
- A review of the IEP is necessary for special education students. **Goals should address each subject to be taught.** This may coincide with the initial day of services. Copies of

applications and IEPs (Individualized Education Programs) for special education students are to be filed in the special education folders.

- Rules and responsibilities for the parent will be reviewed prior to the services rendered.
- After the Hospital/Homebound placement meeting the school counselor will complete an Ace application for virtual instruction.

DEVELOPMENT OF INDIVIDUALIZED EDUCATION PROGRAM

Should a new IEP be warranted, or changes made to a current IEP, the IEP team will consist of the parents, student, ODR, and hospital/homebound teacher. The reason for homebound placement should be stated in the GSI section of the IEP. Goals should address all areas to be taught, but prioritizing goals while receiving homebound services may be necessary. Homebound services will not begin until the IEP meeting has been held. The IEP will be reviewed either annually when changes are necessary or when the student returns to school. The Homebound Service Report will be completed every 9-week period to record student progress and to meet the IDEA (Individuals with Disabilities Education Act) requirements. A copy of The Educational Rights of Exceptional Children must be given to parents.

GRADING AND ATTENDANCE OF HOSPITAL/HOMEBOUND STUDENTS

All students will follow the CPSB grading policies as indicated in the Pupil Progression Plan. For virtual instruction, the login entries must demonstrate attendance and active engagement.

DOCUMENTATION OF TEACHER VISITATION

The Homebound teacher is required to have the parent or the adult present sign the H/H Teacher's Time sheet after each visit. When sessions are canceled, this should be noted on the time sheet.

PROMOTION OF HOSPITAL/HOMEBOUND

Each school administrator with the SBLC committee and school-based teachers is responsible for determining if a student has met the necessary promotion requirements.

TRANSITION OF STUDENTS RETURNING TO SCHOOL

The H/H liaison offers a release meeting to the parents. If a parent agrees to a meeting the attendees should be the school administrator, the H/H teacher, parent, student, and school-based teachers. If the student is a special education student, a Review IEP will be initiated and conducted by the special education teacher. Notification to the school concerning transition is made by the Hospital/Homebound department.