

## **HOME OR HOSPITAL INSTRUCTION POLICY**

The purpose of the Home or Hospital Instruction Policy is to provide academic instruction and support to students who have been or will be absent from school for 10 or more consecutive or cumulative school days during a school year due to a health condition<sup>1</sup>. Creative Minds International PCS' Home or Hospital Instruction program is designed to provide academic instruction in core subjects to the greatest extent possible, as well as the provision of special education and related services as appropriate.

### **Eligibility for Home or Hospital Instruction**

Any PCS student who has been or is anticipated to be absent from school, on a continuous, partial, or intermittent basis, for 10 or more consecutive or cumulative school days during a school year due to a health condition may be eligible for home or hospital instruction. The following steps must be taken before home or hospital instruction is provided:

- A parent/guardian, or adult student, is responsible for requesting home or hospital instruction. This request may be written or oral and must be submitted to the case manager.
- Upon receipt of a request for home or hospital instruction, Creative Minds International PCS will document and acknowledge the request within 2 school days and will provide the parent with information on how to submit a completed medical certification of need and parent agreement for home or hospital instruction;
  - If the student has a known or suspected disability under Section 504 of the Rehabilitation Act ("Section 504") or the Individuals with Disabilities Education Act ("IDEA"), the acknowledgment will include a notice of the parent/student's rights under the IDEA or Section 504.
- The parent must submit a completed medical certification of need and parent agreement for home or hospital instruction.
- Within 5 school days of receiving the medical certification of need and parent agreement for home or hospital instruction, Creative Minds International PCS will issue a written decision approving or denying the request and explaining the basis for that decision;
  - A request will only be denied if the medical certification of need is missing or incomplete;
  - In the event that a request is denied, the written explanation will state specifically that the basis for the determination was a missing or incomplete application or medical certification of need;
  - In the event that a request is denied, Creative Minds International PCS will include in the written decision how the parent may appeal that decision.

### **Medical Certification of Need**

The medical certification of need must be signed by a licensed physician, licensed nurse practitioner, licensed clinical psychologist, licensed mental health counselor or therapist, or physician's assistant and must include the following:

- Diagnosed health condition and explanation of how the health condition has caused or is anticipated to cause the student to be absent, on a continuous, partial, or intermittent basis, for 10 or more consecutive or cumulative school days during a school year;
- Recommendation that student receive home or hospital instruction to the extent permitted by the student's health condition;
- Anticipated duration of the student's health condition and need for home or hospital instruction;
- Whether the student's health condition is anticipated to cause continuous, partial, or intermittent absence from school.

While home or hospital instruction is being provided, Creative Minds International PCS may request updated

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<sup>1</sup> "Health condition" means a physical or mental illness, injury, or impairment that prevents a student from participating in the day-to-day activities typically expected during school attendance.

information related to the student's continued medical need and work with the parent to develop a plan that would permit the student to return to school.

#### Duration of Home or Hospital Instruction

Approval of home or hospital instruction requests is expected to last no longer than 60 days or the duration estimated in the medical certification of need, whichever is less. A parent may extend the program for periods of up to 60 days by submitting a medical recertification of need at least 5 days before the date that the parent requires for the extension to begin.

#### Proposed Accommodations to Allow Student to Remain in School

Before or after a request for home or hospital instruction is granted, Creative Minds International PCS may propose accommodations to allow the student to remain in school but will only proceed with such accommodations if the medical professional that signed the medical certification of need agrees in writing that such accommodations meet the medical needs of the student and permit in-school instruction.

#### Delivery of Instruction

Home or hospital instruction will begin within 5 school days of the request being approved. Instruction will be provided in core academic subjects to the greatest extent possible. Special education and related services will also be provided to the greatest extent possible in accordance with an IEP or Section 504 Plan.

Instruction will be provided in-person by a home or hospital instructor unless the parent consents to virtual instruction via real-time videoconferencing. Instruction may be provided virtually without a parent's consent in the following circumstances:

- During a public health emergency;
- When the student has been diagnosed with a communicable disease;
- When a household member has been diagnosed with a communicable disease, if the student is to receive instruction at home; or
- When Creative Minds International PCS determines safety concerns prevent the delivery of in-person services.

The IEP Team will determine the total hours per week of direct instruction in each core subject. Additional instruction, special education, and/or related services will be individualized based on student needs.

Instruction will be provided during regular school hours at times determined by Creative Minds International PCS unless the parent and instructor agree otherwise. Failure of students to attend or participate in scheduled sessions will not result in additional time allotted or make-up sessions.

If instruction takes place in the home, the student's parent/guardian is responsible for being home during the entirety of the instructional period. Parent/guardian must be 18 years of age or older. A quiet, designated space must be provided for instruction to occur.

A regular program of study and preparation of lessons and materials by their teachers is required for each student. Substitute assignments may be provided if regular assignments or activities cannot take place outside of the classroom. In addition to the weekly instructional sessions, the student is expected to complete assignments on his or her own time. Assignments must be completed by the designated due date and are returned to the school for grading. Failure to complete or turn in assignments on time will result in zeros for those assignments and will be reflected in the grade accordingly. Grades earned during hospital and homebound instruction will be added to any current grades and calculated towards the final grade for the quarter/year. For all content not covered through home or hospital instruction, the student will be given alternative assignments for credit recovery.

For hospitalized students, Creative Minds International PCS will work with the hospital to coordinate appropriate services.

If a student with a disability is found eligible for home or hospital instruction, the responsibilities for planning, implementing, and monitoring the academic program remain with the student's IEP or 504 team.

