



Homebound and Hospital Instruction Policy

Purpose and Policy

All public school students have a right to public education, including when they may have a short-term medical situation that prevents them from attending school in person. To this end, the Students' Right to Home and Hospital Instruction Act of 2020¹ (Act), requires every LEA to adopt and implement a home and hospital instruction program.

Two Rivers Public Charter School has designed this policy to promote a participating student's academic progress by allowing the student to stay current with classroom instruction in core subjects, to the greatest extent possible. The delivery of home or hospital instruction fosters coordination between the classroom teacher and the home and hospital instructors to ensure that seamless reintegration into the classroom instruction can be achieved when the student returns to school.

The purpose of Homebound and Hospital Instruction (HHI) is to provide academic instruction outside of the school setting to students who are unable to attend school due to an injury, accident, or chronic physical or psychiatric illness that has been documented by a medical professional. The goal of HHI is to allow a student to continue receiving academic support and make a successful transition back to school. HHI may be provided virtually by a provider determined by the school and does not guarantee students will make progress in the academic program.

Homebound and Hospital Instruction will be provided to qualified students in academic content areas only. The amount of instruction will be determined by the Principal, Assistant Principal of Instruction, and the Senior Director of Special Programs based on the age of the student and the nature and severity of the injury or illness. A full day's instruction will not be provided. If the student has an IEP, the related services on the IEP will be provided. The student will remain enrolled at Two Rivers Public Charter School and will not be marked absent for the days that instruction is provided.

Qualification for Services

In order to qualify for homebound and hospital instruction, the student must currently be enrolled at Two Rivers PCS. Additionally, the student must:

- Be homebound or hospitalized due to an injury, accident, or physical or psychiatric illness that has been documented by a medical professional.
- Have missed or is expected to miss 10 or more consecutive days of school

¹ DC ACT 25-526, D.C. Official Code Sections 38-251.01 through 38-251.10



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- Be consistently unable to attend school on a regular basis

Services will be provided upon receipt of necessary documentation. Homebound and Hospital Instruction is considered a short term solution. All students must return to the school setting as soon as they are able to do so as documented by a medical provider.

If the student is absent for more than 60 consecutive school days, reauthorization by the student's medical provider is required. The student's medical documentation must specify the cause of the need for Homebound or Hospital Instruction as well as the anticipated duration of the instruction. In addition, the student's doctor must provide documentation that the student is healthy enough to return to school and list any and all reasonable accommodations the student may have. The student must be healthy enough to attend for a full day. Two Rivers staff reserves the right to contact the medical provider to verify documentation. The medical provider must include the student's illness, treatment plan, and the estimated length of recovery time in the documentation. The certification must be fully completed, including parental permission for Two Rivers PCS staff to contact the treating medical provider, in order for the student to be considered for homebound services.

The Senior Director of Special Populations and Principal will review all requests for completeness. Homebound services are for student illness/injury only; services are not appropriate to compensate for absences related to travel, family care, or illness. Homebound instruction shall be made available to students who are confined at home or in a healthcare facility for periods that would prevent normal school attendance. The term "confined at home or in a healthcare facility" means the student is unable to participate in the normal day-to-day activities typically expected during school attendance; and absences from home are infrequent, for periods of relatively short duration, or to receive health care treatment.

Process

1. An interested parent/guardian must complete an application to notify the Two Rivers Public Charter School that they are interested in HHI. The request may be made verbally or via email to the Principal, but Two Rivers Public Charter School will require a written application and will provide that application within two school days of any verbal request.
2. The written application form can be found [here](#). It includes:
 - a. Student's name and date of birth;
 - b. Name of the student's current campus;
 - c. Parent/guardian's name, address, phone number and email address as available;
 - f. Requested start date and duration of services;
 - g. Parental/guardian consent for disclosure of medical information; and



3. Parents/guardians will be notified of Two Rivers Public Charter School's decision within five calendar days of receipt of the application.
 - a. Two Rivers Public Charter School will issue a written decision with an explanation for approval or denial.
 - b. If approved- Two Rivers Public Charter School will include a written plan for the delivery of HHI which includes the location, services to be delivered, method of delivery, number of hours per week of direct instruction, and the schedule for service delivery. This plan shall last the duration of the student's health condition or 60 days, whichever is less. If a student requires more than 60 days of HHI, the parent/guardian must reapply at least five days before the expiration of the current HHI plan.
 - c. If denied, a specific written explanation of the reason for denial will be provided. Denials shall be based on an application or medical certification of need that is missing or incomplete.
4. Upon receipt of an HHI application for a student who has an individualized education program (IEP) or who is suspected of having such a disability, the LEA is responsible for contacting the appropriate team members.
 - a. The Individuals with Disabilities Education Act (IDEA) supersedes all HHI requirements.
 - b. If a student is eligible for an IEP, the LEA shall also:
 - i. Provide the parent/guardian with procedural safeguard notices under IDEA;
 - ii. Consider whether the placement could impact the student's "least restrictive environment" and if so, convene a placement team to review and revise the student's IEP, as appropriate; and
 - iii. In doing so, the determination and eligibility for HHI shall be governed by the IDEA rather than the HHI program.
5. The parent/guardian has the right to appeal the decision through the Office of the State Superintendent of Education (OSSE) (see below for additional detail).
6. If home or hospital instruction is approved, parent/guardians must sign the [Homebound/Hospital Parental Agreement](#). During the provision of such instruction Two Rivers Public Charter School may make reasonable requests for information from the parent concerning the student's continuing medical need for home or hospital instruction and work with a student's parent to develop accommodations or measures that would permit the student to return to school.

Medical Certification

To access HHI, a parent/guardian must provide a medical certification of need [using this form](#). This is a written letter from the appropriate medical personnel and must:

1. Include signatory's license number;
2. Certify that a student has been diagnosed with a health condition and explain how the condition had caused or is anticipated to cause the student to be unable to attend



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in-school instruction on a continuous, partial, or intermittent basis, at the student's school of enrollment or attendance for 10 or more consecutive or cumulative school days during a school year;

3. Contain a recommendation that the student receive HHI;
4. Identify if there are a maximum number of direct instructional hours permitted due to the student's health condition;
5. Define the expected duration and frequency of the student's health condition and the needed start date for services; and
6. Explain whether the medical condition is anticipated to cause continuous, partial, or intermittent absence from school.

Recertification of Medical Need

When a student has already been receiving HHI services and the initial 60-day period has expired, a parent/guardian must obtain a recertification of medical need and reapply at least five calendar days before the current HHI plan expires. This requires a second letter of need, with the same requirements of the original medical certification and must also include:

1. Verification of the continued need for HHI;
2. Includes the maximum number needs to continue them beyond of hours per week that the student can receive HHI; and
3. Defines the anticipated duration and frequency.

Description of Instruction

Students who qualify for Homebound or Hospital Instruction will receive instruction in their core academic subjects. Instruction may be provided virtually or in person, at the discretion of Two Rivers. The instruction will be provided during school hours or in the late afternoon. If a session needs to be rescheduled, the parent/guardian must contact the Principal and the provider at least 24 hours in advance of the scheduled session. If the student fails to attend or participate in scheduled sessions, additional time or make up sessions will not be provided. If instruction takes place in the home, the student's parent/guardian is responsible for being home during the entirety of the instructional period. If instruction is to take place in the home, a quiet, designated space must be provided for instruction to occur. In-person instruction in the home will not take place without a parent/guardian present, nor will it be made up due to a parent/guardian not being present for the session. Grades earned during hospital and homebound instruction will be added to any current grades and calculated towards the final grade for the quarter/year.

Selection and Responsibility of Instructors

For homebound students, Two Rivers PCS may provide instruction and services mandated in the IEP for students who qualify through an external provider or computer-based service provider.