

Home/Hospital FAQs
Updated 6/2022

In accordance with 603 CMR 28.03(3)(c), Sturgis Charter Public School provides home/hospital instructional services to students who, in the determination of their medical provider (nurse practitioner or physician) will need to be out of school for more than 14 days either consecutive or cumulative throughout the year. Home/hospital instructional services are always initiated by a physician, not the school or parent.

Does this also apply to mental health conditions as well as physical conditions?

Yes.

Who provides the instructional services?

Sturgis will identify how much tutoring the student will receive. The instructional services are provided under the supervision of the teacher (and special education teacher as needed) by a tutor contracted by the school.

Who is responsible for what?

Physician

- A completed Physician Statement (see Attachment A) verifying the medical or psychological need and condition that will require the student to be out of school. School nurse should review the Physician Statement form.
- The Physician statement should include the date the student will be confined, medical diagnosis, **specific** expected return date, and medical information that may prevent the student from accessing the provision of a full education.
- The physician is expected to remain aware of the time frame the child is out of school.
- Participate in a re-entry plan to ensure the child can return to the school environment without impediments .

Parent

- Provide consent for the exchange of information between Student's physician and the District to ensure an open line of communication between service providers.
- Maintain communication with the school to ensure that grading is occurring according to classroom guidelines.
- Inform school of the student's medical needs that will require home and hospital instruction.

- Provide the school nurse with all the medical information to ensure that when the student is in school, that the medications, procedures and protocols are in place to ensure medical safety and optimal learning.
- Ensure that the student's physician of record completes the Home and Hospital Physician Statement form
- Participate in the action plan for their child
- Provide an appropriate learning environment at home.
- Ensure that someone over the age of 18 is at home when the tutoring occurs (or arranges a neutral meeting place such as a library) and notify the school counselor or designee if the tutor does not keep the appointment.
- Ensure that the student is present for the tutoring session.

School Nurse

- The school nurse reviews and submits the completed Physician's Statement form for coordination of services.
- The school nurse requests consent to speak with the medical providers.
- Periodically reviews the medical information to monitor return to school plans.
- Refer a student to the Special Education Coordinator if the student should be considered for an evaluation.

School Administrator/Human Resources

- Identifies a person to be the school contact (i.e. guidance counselor, student support staff, nurse, or administrator) who will serve as a liaison for students who are home and hospital bound. This is usually the student's school counselor.
- School administrators may refer a school-based teacher to Home and Hospital Instruction to serve as the home tutor.
- Support efforts to recruit and retain Home Hospital instructors.
- Approve contracts when instruction is provided by the hospital.

School Counselor

- Communicate absence with teachers
- Assign tutors and provide a point of contact for Home Hospital Instructors
- Share contact information for tutors with teacher and parent
- Collect assignments from teachers, especially when expectations are reduced for the student.
- Refer a student to the Special Education Coordinator if the student should be considered for an evaluation.

Teachers

- If the student is on an IEP, work in collaboration with the Study Skills teacher.

- Communicate with school counselors about academic expectations.
- Provide clarification, directions and updates to the tutor and school counselor.
- Grade assignments.
- Modify assignments and expectations as needed on an individual basis.
- Notify parents of grades and communicate with home as needed.
- Communicate with the student to clarify, support, and maintain a connection to school.

Provider of services for Home Hospital Instruction

- Confirm tutoring assignments with the school counselor.
- Maintain communication with the school's designated school-based contact person.
- Maintain a timesheet and share with the Special Education Coordinator if the student is on a special educational plan.
- Provide direct tutorial services on an individualized basis to assigned students.
- Pick-up materials from school as needed.
- Schedule tutoring sessions with parents.
- Maintain records of contact hours with family and student(s).

Is work modified or not modified?

In consultation with the school administrator, teachers, and special education team as needed, the school nurse and school counselor will communicate if modifications are necessary. If a student is on an IEP, all IEP determinations remain in place.

What do the services actually look like?

Home tutors, who are either teachers or supervised by a teacher, meet with the student in person or virtually. Sessions are based on what the student needs and determined by the school. Schedules are created with the tutor and family.

How to grade/evaluate?

Unless otherwise instructed by the school nurse, school counselor or Special Education Coordinator, students should be graded the same as their peers who are attending in person. In some cases, these grades may be based on fewer assignments or modified assessments.

Does it apply to students on IEPs, ELs, non-IEPs?

For students on IEPs and 504 Plans, all accommodations, modifications (if any) and goals and objectives outlined in the IEP must still be followed. ELs will receive additional support from their ELD teachers. Non-IEP students will have access to the curriculum and support from a tutor.

How long can a Home Hospital Form be in place?

Physicians are required to state an end date, however this can be changed. In accordance with 603 CMR 28.4(4), "If, in the opinion of the student's physician, an eligible student is likely to remain at home, in a hospital, or in a pediatric nursing home for medical reasons and for more than 60 school days in any school year, the Administrator of Special Education shall, without undue delay, convene a Team to consider evaluation needs and, if appropriate, to amend the existing IEP or develop a new IEP suited to the student's unique circumstances."

How is a passing grade determined?

Through the teacher's assessment of work completed and collected by the home hospital instructor. Grading expectations for class participation and group work may have to be adjusted. The school principal makes the final grading determination.

How do people access the HH form?

The form is designed by the State of Massachusetts, Department of Elementary and Secondary Education. It is available on their website. Sturgis does not provide the form, and it is generally generated at the physician's office.

Under what circumstance does a student who has been receiving instruction in a home or hospital setting return to their district school?

Sturgis would continue to educate students until the family determined that they would like a different schooling option.

What happens if home and hospital instruction is occurring during an examination period?

The school counselor, in conversations with the family and teachers, would determine whether the student could sit exams in an alternate setting with the home hospital instructor. If the student was unable to sit exams, even under modified circumstances, then the student would either be excused from the exam or required to make the exam up at a later date.

Educational services in home or hospital. Upon receipt of a physician's written order (with consent to speak with the physician) verifying that any student enrolled in Sturgis Charter Public School or placed by Sturgis Charter Public School (in cooperation with the student's sending district) in a private setting must remain at home or in a hospital on a day or overnight basis, or any combination of both, for medical reasons and for a period of not less than fourteen school days in any school year, the principal or their designee such as the student's

counselor shall arrange for provision of educational services in the home or hospital. Students with chronic illnesses who have recurring home/hospital stays of less than 14 consecutive school days, when such recurrences have added up to or are expected to add up to more than 14 school days in a school year, are also eligible for home or hospital educational services if they are requested and the medical need is documented by the physician. Such services shall be provided with sufficient frequency to allow the student to continue their educational program, as long as such services do not interfere with the medical needs of the student. The principal or their designee such as the student's counselor shall coordinate such services with the Special Education Coordinator for eligible students. Such educational services shall not be considered special education unless the student has been determined eligible for such services, and the services include services on the student's IEP.

If, in the judgment of the student's physician, a student with an IEP is likely to remain at home, in a hospital, or in a pediatric nursing home for medical reasons and for more than sixty (60) school days in any school year, the Special Education Coordinator is required, *without undue delay*, to convene a Team meeting to consider evaluation needs and, if appropriate, to amend the existing IEP or develop a new IEP suited to the student's unique circumstances. (See 603 CMR 28.04(4).)