

# GUIDELINES FOR DISTRICT ADMINISTRATION OF THE HOME/HOSPITAL INSTRUCTION PROGRAM

## Eligibility

1. A student must be enrolled in Seattle Public Schools.
2. A written statement by a doctor of medicine, (M.D.), osteopathy, (D.O.), naturopathy (N.D.), dentistry, (D.M.D.), chiropractic, (D.C.), or physician assistant (PA); advanced registered nurse practitioner, (ARNP); or licensed mental health therapist indicating that the student is unable to attend school due to physical disability or illness for at least four weeks from the date of the application, but not more than eighteen weeks, must be provided.

## Program Requirements

1. Tutoring is provided for students absent a minimum of four weeks but less than a semester. In some cases tutoring may be intermittent, but weeks of tutoring may not exceed eighteen weeks. Students with intermittent absences may not receive H/H services in a week in which they attended school at least a ½ day twice in that week.
2. Home/Hospital instruction may be provided while a student is being assessed for eligibility for special education services.
3. If a student has a special education health-impaired designation or is receiving 504 accommodations, work with the school's Section 504 coordinator and the IEP-responsible staff to determine appropriate services.
4. Home/Hospital tutoring is not provided during school vacations unless the student is enrolled in a district summer school program.
5. Home/Hospital instruction is for the **student** who is unable to attend school due to disability or illness. It may not be used for a student who is staying at home with an infant or a sick relative.

## Program Provisions

If the Home/Hospital application is approved the student is approved for two hours of tutoring per week. This will not provide a complete educational program but will assist a student in maintaining his/her educational status when absent from school temporarily. Please encourage the student to resume school attendance and participation in a complete educational program as soon as s/he is able.