

Section I: Parent/Student Information

To be completed by the parent (s) /guardian (s) prior to full completion by the licensed medical or mental health professional.

School District \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_
County of Residence \_\_\_\_\_ Last Date Attended \_\_\_\_\_
Special Education Student \_\_\_\_\_ Yes \_\_\_\_\_ No

Name of Student \_\_\_\_\_ Date of Birth \_\_\_\_\_
Address of Student \_\_\_\_\_ Zip Code \_\_\_\_\_
Sex \_\_\_\_\_ Race \_\_\_\_\_ Social Security # \_\_\_\_\_ Telephone # \_\_\_\_\_
Full Name of Father/Guardian \_\_\_\_\_ Work Phone \_\_\_\_\_
Full Name of Mother/Guardian \_\_\_\_\_ Work Phone \_\_\_\_\_

List any special education programs in which your student may be enrolled:

[Empty rectangular box for special education programs]

List directions to student's home:

[Empty rectangular box for directions to home]

Pursuant to KRS 159.030, Section (2), before granting an exemption under paragraph (d) of subsection (1) of this section, the board of education shall require satisfactory evidence, in the form of a signed statement of a licensed physician, advanced registered nurse practitioner, psychologist, psychiatrist, chiropractor or public health officer, that the condition of the child prevents or renders inadvisable attendance at school or application to study. On the basis of such evidence the board may exempt the child from compulsory attendance. Eligibility for home/hospital instruction for students with disabilities shall be determined by the Admissions and Release Committee (ARC) in accordance with their Individual Education Program (IEP), with the services to be in the least restrictive environment. In lieu of this application, the ARC chairperson shall provide written notice of this eligibility to the local Director of Pupil Personnel (DPP) for purposes of program enrollment.

Any child who is excused from school attendance more than six (6) months must have two (2) signed statements from two different local health personnel which can be a combination of the following professional persons: a licensed physician, advanced registered nurse practitioner, psychologist, psychiatrist, chiropractor and health officer. If a medical professional certifies that a student has a chronic physical condition unlikely to substantially improve within one (1) year, then the one signed statement is sufficient for services that extend beyond six (6) months. This exception does not apply to students with mental health conditions.

Exemptions of all children under the provisions of subsection (1) (d) of this section must be reviewed annually with the evidence required being updated, except that children with disabilities certified by a medical professional to have a chronic physical condition unlikely to substantially improve within three (3) years may continue to be eligible for home/hospital instruction services, based on the admissions and release committee's (ARC) annual review of documentation to determine if updated evidence is required. Updated documentation of evidence of need for home/hospital services for children with chronic physical conditions shall be provided as requested by the ARC, or at least every three (3) years.

Pursuant to 704 KAR 7:120, the condition of pregnancy is not to be considered a physical or health impairment in and of itself, and the nature and extent of any complication shall be delineated prior to consideration of home/hospital instruction for this condition.

RELEASE OF INFORMATION

I understand that the Home/Hospital Review Committee may request a review of the information provided on these forms by local health personnel. I hereby authorize this committee to have access to pertinent information regarding this request.

Parent/Guardian Signature

Date

Section II: Medical Professional Statement

This section is to be filled out by the authorized medical or mental health professional.

It shall be determined that a child or youth is to be provided home/hospital instruction if the condition of the child or youth prevents or renders inadvisable attendance at school as verified by signed professional statement in accordance with KRS 159.030 (2) and 704 KAR 7:120.

Please Note: Home Instruction (homebound) is short-term instruction provided in a home or other designated site for a student who is temporarily unable to attend school. According to state guidelines, two hours of home instruction each week is the equivalent to one full week of school attendance. Home instruction is not designed to take the place of a more appropriate school placement.

Name of Student \_\_\_\_\_

Please check **one** of the following:

Δ The student can attend school without any type of modifications or special provisions. Comments:

Empty text box for comments.

Δ The student can attend school only with modifications or special provisions. Describe modifications needed:

Empty text box for describing modifications.

Δ I **do not** support home/hospital instruction at this time. Concerns and/or recommendations:

Empty text box for concerns and recommendations.

Δ The student is unable to attend school at this time due to health concerns and **I do** support Home/Hospital instruction. If you support home/hospital instruction at this time, please provide the following information:

Diagnosis \_\_\_\_\_

Prognosis  Good  Fair  Poor

Specific reason (s) why the student is unable to attend school at this time:

Empty text box for specific reason.

How long have you been seeing the patient for the diagnosis listed?

Empty text box for duration of treatment.

Approximate length of time student will need Home/Hospital Instruction:

Empty text box for approximate length of instruction.

Please summarize test and all other data collected that supports the need for Home/Hospital instruction at this time:

Empty text box for summary of supporting data.

What is the treatment plan for the patient?

[Empty text box for treatment plan]

What is the expected duration of treatment?

[Empty text box for duration of treatment]

\_\_\_\_ Check here if this student has a chronic physical condition that is unlikely to substantially improve within one year.

What ancillary services are involved in treatment?

[Empty text box for ancillary services]

List consultants/specialist to whom this student has been referred.

Name	Specialty	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

Will you be following the patient?  Yes  No If not, who will?

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Anticipated date of student's return to school: \_\_\_\_\_

What are your recommendations to assist this student in his/her return to school?

[Empty text box for recommendations]

Additional Remarks/Comments:

[Empty text box for additional remarks]

\_\_\_\_\_  
Signature of Licensed Professional Title Date

Please Print or Type Name of Professional:



\*An application for mental health reasons may be considered if completed by a licensed psychologist or psychiatrist.

Office Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Section III: School District Home/Hospital Review Committee

This section is to be completed by the Home/Hospital Review Committee.

Name of Student \_\_\_\_\_

Date Application Received:  Approved  Denied  Incomplete

If approved, date services will be from \_\_\_\_\_ until \_\_\_\_\_  
(Start Date) (End Date)

Date of 6 month review if the child is still receiving services after that time: \_\_\_\_\_

If eligibility for services is denied, list the reason for denial:

If the application is incomplete, list the type of additional information requested:

Date of Request \_\_\_\_\_ Person Contacted \_\_\_\_\_

Signatures of Committee Members:

Director of Pupil Personnel \_\_\_\_\_  
Date

Home/Hospital Services Teacher or Program Director \_\_\_\_\_  
Date

Local Medical or Mental Health Professional \_\_\_\_\_  
Date

Date for 6 month review of the Home/Hospital application: \_\_\_\_\_

PARENT AGREEMENT LETTER for HOME/HOSPITAL INSTRUCTION

\_\_\_\_\_  
*Date*

Dear Parent:

\_\_\_\_\_ a student at \_\_\_\_\_  
*Student's Name* *Name of School*

has met the requirements for the Home/Hospital Instruction Program.

There are several ways in which you can assist us in continuing the education of your child during his/her illness:

1. A responsible adult must be present in the home/hospital room during the time the Home/Hospital Teacher is present.
2. The Home/Hospital Teacher meets with the student a minimum of one hour on two (2) schooldays per week for individualized instruction. Absences are unexcused unless prearranged and the time rescheduled with the Home/Hospital Teacher during that same week
3. A student with a communicable disease, as verified by a health professional, shall be eligible for the Home/Hospital Instruction Program. However, should the student's condition pose a serious health threat to the Home/Hospital Teacher, the student may receive alternate instruction such as correspondence, computer-assisted instruction, or video during the period of contagion.
4. Please check with your child regarding completion of required daily assignments in order to be ready for instruction at the next designated time.
5. Please provide a suitable work-study area where student and teacher can work with no interruption (for example: CD, tape player, and TV turned off). The area should be clean, neat, and free from household traffic.
6. Other children, visitors, or pets should be kept out of the room so that the teacher will have the student's full **attention**.
7. Arrange for the child to have sufficient rest and to be ready for work when the teacher arrives at the home
8. Complete the Application for Home/Hospital Instruction, including release of medical information to school officials.
9. In addition to the scheduled weekly home/hospital instruction, the student will work independently to complete assignments.

*I agree to abide by the above requirements and grant permission for this child to receive home/hospital instruction*

\_\_\_\_\_  
**PARENT/GUARDIAN'S SIGNATURE**

\_\_\_\_\_  
**DATE**  
Review/Revised: 07/19/04