

# Medical Homebound Information

## **Statutory Basis for Medical Homebound Instruction**

South Carolina's mandates regarding medical homebound instruction appear in State Board of Education Regulation 43-241. Put in the simplest terms, R 43-241 defines "homebound instruction" as teaching that is offered to the student who has an acute or chronic medical condition that prevents him or her from attending classes at school, takes place "in a room especially set aside for the period of instruction," and is conducted by an individual who holds a South Carolina teacher's certificate.

Specifically, Regulation 43-241 says that students who cannot attend public school because of illness, accident, or pregnancy, even with the aid of transportation, are eligible for medical homebound instruction. A physician must certify that the student is unable to attend school but may profit from instruction given in the home. Any student participating in a program of medical homebound instruction must be approved by the district superintendent or his or her designee on standardized forms provided by the State Department of Education. All approved forms must be maintained by the district for documentation.

Medical homebound instruction is a service that is available for students who cannot attend school for a medical reason.

\*A physician must certify that the student has such a medical condition but may benefit from instruction, and must fill out the medical homebound form that the school district provides. The form for Medical Homebound can be picked up from the school or by contacting [casbelle@grayca.com](mailto:casbelle@grayca.com).

\*The school leader then decides whether to approve the student for medical homebound services.

\*The school will consider the severity of the student's illness or injury, the length of time that the student will be out of school, the impact that a long period away from school will have on the student's academic success, and whether the student's health needs can be met at school.

The goal of homebound medical homebound instruction is to provide continuity of instruction and to facilitate the student's return to a regular school setting as quickly as possible. State Board of Education Regulation 43-241 outlines the provision of medical homebound services.

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### **What are the parents' responsibilities in the medical homebound instruction process?**

#### **The parents should:**

1. realize that before instruction can begin, all necessary paperwork must be completed;
2. ensure that the child is prepared for the arrival of the medical homebound teacher;
3. provide an area in the home that is conducive to learning and suitable for instruction (e.g., is quiet and free of distractions, has good lighting and a desk or table);
4. understand that during the course of medical homebound instruction, adult supervision in the home is required in order to ensure a healthy and safe environment for both the student and the teacher;
5. make certain that the student is available for all scheduled instruction;
6. contact the homebound teacher to cancel the scheduled period of instruction in cases of emergency;
7. inform the homebound teacher of the child's future medical appointments as early as possible if such appointments will interfere with instruction time;
8. understand that if the student is absent for his or her scheduled period of instruction, he or she is considered absent from school on that day;
9. understand that the state's compulsory attendance laws fully apply to medically homebound students;
10. communicate with the district's medical homebound instruction coordinator or the school's contact person about changes in the child's health and return-to-school plans;
11. sign the homebound teacher's time sheet each time instruction is rendered, which logs the hours and days that the teacher has worked with the student;
12. monitor and encourage the child to plan his or her time in order to accomplish assigned work; and
13. understand that although medical homebound instruction usually takes place at home, an alternative site may be designated if circumstances warrant.

### **What are the medical homebound teacher's responsibilities in the instruction process?**

#### **The homebound teacher should:**

1. consult with the school's homebound coordinator, to ensure all required documentation has been submitted before providing services;
2. provide the school district with proof of a valid South Carolina teacher's certificate, undergo a SLED check, and complete a Child Abuse and Neglect Registry check;
3. call the school's homebound instruction coordinator if medical homebound instruction does not begin on the anticipated date;
4. keep a time-sheet that logs the hours and days that he or she has worked with the student;
5. notify the family or hospital if he or she is unable to attend a regularly scheduled session due to illness or an emergency;
6. notify the school's homebound instruction coordinator immediately if the teacher expects to be absent from the regularly scheduled sessions for more than a few days;
7. never arrange for a substitute without prior approval;
8. maintain close contact with the student's regular teachers and counselors to ensure that the student is working on the appropriate assignments and is receiving the appropriate grades or credit that he or she has earned;
9. keep documentation to ensure the student receives credit for the work that he or she accomplishes;
10. notify the building principal and the school's homebound instruction coordinator if one of the student's school-based teachers is not cooperating in the homebound instruction process;
11. consult periodically with the student's regular teachers regarding the long-term planning of the student's education program;
12. meet on a regular basis with the student and the family or hospital staff;
13. understand confidentiality requirements;
14. call the school's homebound instruction coordinator immediately if the student is absent from home at the scheduled instruction time and the session has not been cancelled by the family;
15. call the school's homebound instruction coordinator immediately if there are concerns about the safety of the situation in the home;
16. report (or cause a report to be written) to the Department of Social Services or to local law enforcement if he or she believes that the student's physical or mental health or welfare has been or may be adversely affected by abuse or neglect;
17. maintain written documentation of work assigned, student absences, and meetings with parents and school staff;
18. call the school's homebound instruction coordinator if there are problems with school personnel, the family, or the student;
19. remember that motivation can be a problem with a sick or injured student;
20. notify the district's homebound instruction coordinator and the school contact person as soon as it is known when the student will return to school; and
21. return assignments, books, and materials to the school when the student is authorized to return to classes.

**What are the student's classroom teachers' responsibilities in the medical homebound instruction process?**

**The medically homebound student's teachers should:**

1. determine the student's interim and final grades with input from the medical homebound teacher;
2. understand confidentiality requirements;
3. assigns grades to the medically homebound student, following the regular grade-reporting processes including interim reports and report cards;
4. collaborate and consult regularly with the medical homebound teacher regarding all the student's assignments, projects, and assessments;
5. provide long-term planning of instruction in collaboration with the medical homebound teacher;
6. provide the student's assignments on a regular basis;
7. clearly communicate with the medical homebound teacher about the student's progress;
8. collaborate with the medical homebound teacher to send frequent progress reports to the student's parent(s) or guardian;
9. avoid assigning busywork or excessive practice to the student; and
10. be flexible and remember that the homebound student is experiencing medical or mental difficulties.

**What are the student's responsibilities in the medical homebound instruction process?**

The student must realize that medical homebound instruction is an extension of regular school and all classroom rules and regulations, as well as school district policies, apply.

**In addition, the student should:**

1. be available for all scheduled instruction;
2. be dressed appropriately;
3. have all books and materials needed for instruction;
4. complete all homework assignments;
5. remain courteous, comply with teacher requests, and use appropriate language; and

6. dedicate instruction time to instruction only (no phone calls, visiting, radio, television, and so on)

**Medical Homebound Appeal Process:**

If a parent's request for medical homebound services is denied by the school leader, the parent may submit a written request for an appeal of the decision to the school board. This written request for an appeal will be reviewed by Gray Collegiate Academy School Board. The parent will be notified of the decision of the appeal in writing within 10 days of receipt of the request for an appeal."