

## **HOSPITAL HOMEBOUND PROGRAM**

### **Referral Process:**

- The school principal (elementary and/or middle) or the school counselor (secondary) receives a doctor's note/community counselor's note from the parents of the child who is ill.
- The administrator or counselor completes the ***District Hospital/Homebound Teacher Request*** Form and forwards it to the Program Coordinator at Learning Support Services – CORE.
- Final approval for service is given by the LSS Director of Instruction.
- The program coordinator then contacts the Hospital Homebound Teacher who is best suited to this student's needs and asks them to contact the school.

### **Hospital Homebound Students:**

- Can be in Grades K – 12.
- Are unable to attend school due to a chronic or acute physical or mental illness.
- Have been, or are expected to be absent for a minimum of 10 days, consecutively.
- Have a medical referral from their doctor and, in the case of having mental illness such as depression or anxiety, a written referral from their community counselor/support worker approving hospital homebound.
- Are eligible for Hospital Homebound service for 3 months or to the end of the term.
- Extensions of the service can be requested and will be reviewed by the Director of LSS on an individual basis.

### **The Hospital/Homebound Teachers:**

- Provide instruction for elementary, middle and secondary students who are unable to attend school because of chronic or acute physical or mental illnesses.
- Consult with the classroom teacher about instruction and assignments for the student in regular subject areas.
- Arrange pick up of assignments from the student's school.
- Make contact with the student's parents and visit the student within a week of the referral being approved.
- Have the letter of agreement for Hospital Homebound Services signed by the parent and student.
- Provide instruction at the student's home or at another pre-arranged location for 2 to 7.5 hours per week.
- Mark assignments and keep regular log of the student's progress.
- Share the progress report weekly with classroom teacher and counselor.

### **Length of Hospital Homebound Service:**

- The Hospital Homebound service can last for three months or one term.
- After that time, discussion is held with the student's care team to consider other options for the student's program delivery. Requests for service extensions will be reviewed by the Director of LSS on an individual basis.
- Abbotsford Virtual and Distance Learning are two options that can be considered at the end of the time line
- Exceptions to this one semester time limit are usually given to students in Grades 12 who required continued support to ensure they meet graduation requirements.