

# WEBER SCHOOL DISTRICT

## Home & Hospital Flowchart

### OVERVIEW

The Home & Hospital program provides each student with approximately two hours of instruction per week by a licensed educator when two or more weeks of absence are expected due to a physical or emotional ailment. **The intent of the Home & Hospital program is short-term assistance until the student is able to resume regular classroom attendance. Exceptions may be made for long-term physical or terminal illnesses.**



### REFERRAL

Referral Sources: teacher, counselor, administrator, parent, nurse  
Referred to: counselor/nurse



### INFORMATION & DOCUMENTATION

Sent by counselor/administrator

- Information for Parents and Students
- Information for Health Care Provider
- Home & Hospital Medical Request
- Forms returned to counselor/administrator



### MEETING

- Set up by counselor/administrator
- Attended by: administrator, counselor, nurse, Home & Hospital teacher, parent(s), student (optional)
- Conducted by administrator
- Complete Service Delivery Plan - copies to nurse, counselor, parent, Home & Hospital teacher



### OPERATIONS

- Homework Request Form provided by Home & Hospital teacher to be completed by residential teacher
- Instruction provided
- Grades - The Home & Hospital teacher issues the grade for the period of time that the student is in the program. The residential teacher averages the grade with what is earned in class and enters the grade.
- Withdrawal - During the time the student is enrolled in Home & Hospital the student will be transferred from the resident teacher's rolls to the Home & Hospital teacher's roll.



### REINSTATEMENT

Student returns as determined by the educational team with input from the doctor and parent. Home & Hospital teacher will notify the school concerning the student.