



## **ODLSS Home and Hospital Instruction Program Frequently Asked Questions (FAQs)**

**1. If my child is unable to attend school as a result of a diagnosed medical or psychiatric condition, what services are available?**

Students are expected to attend school to the fullest extent possible, but homebound and hospital instruction may be provided to students who have a diagnosed medical or psychiatric condition preventing them from participating in classroom instruction because they are limited to home or a healthcare facility.

**2. What department/program within Chicago Public Schools (CPS) is responsible for coordinating this service for my child?**

The CPS Office of Diverse Learner Supports and Services' Home and Hospital Instruction Program determines eligibility for homebound and hospital instruction based on the Illinois Department of Education Guidelines. Approval requires medical documentation submitted by a licensed medical professional. Approval is determined on the basis of the documented need for service.

**3. What is the main goal of the ODLSS Home and Hospital Instruction Program?**

The main goal of our program is to provide your child access to continuous instruction while s/he is away from school managing their illness. This program strives to keep your child current with classroom instruction and facilitate their return to the classroom setting.

- Homebound instruction is not intended to replace school service and is, by design, temporary.
- It is not a remediation program and is not designed to provide students with time to make up previously missed assignments.
- Homebound instruction is not homeschool; if you are interested in homeschool as an educational option, then please contact the CPS Office of Academic Enhancement - [Homeschooling](#).

**4. How do I request homebound instruction for my child?**

You must submit a completed medical/psychiatric referral for review and consideration. All referrals must be completed by a physician licensed to practice medicine in all of its branches, licensed physician's assistant or licensed advanced practice nurse. Please return the completed referral to the School Homebound Coordinator at your child's school of enrollment. Every CPS school has a School Homebound Coordinator.



## [Homebound Services \(Referral for Adjustment of Educational Program\)](#)

### **5. What is the location of homebound instruction?**

Based on a regular five-day school week, homebound is provided on days when CPS school is in session. Homebound instruction will be provided in your family's home, with an adult present at all times. Homebound instruction can also be provided virtually.

### **6. What are the hours of homebound instruction?**

General education students are eligible to receive one hour of homebound services. Students with an active IEP will receive no less than one hour of education services in the home setting. The IEP Team, after considering medical documentation submitted by a licensed physician, will decide the amount of daily instruction and related services the student will receive. The IEP team should consider any physical or mental factors that may impede the student's instruction when determining the scheduling and duration of homebound services.

### **7. What academic courses are supported?**

Instructional support will be provided based on your child's Education or Remote Learning Plan. With your participation, the school team will design a plan of instruction for your child, which will include curriculum (live instruction, digital curriculum resources and/or independent work), accommodations or modifications to the curriculum, expectation of student engagement and completed classwork, progress reports, grading criteria and grades.

### **8. Who will be responsible for recording my child's grades for all completed work?**

Your child's classroom teacher is the Teacher of Record. In collaboration with the homebound teacher, s/he is responsible for assigning quarter, semester and final grades based on completed and returned assignments.

### **9. How will school attendance be recorded for my child?**

Your child's classroom teacher, as the Teacher of Record, will record student attendance.



**10. What happens if my child has to miss a homebound session due to student illness or teacher absence? Are there make-up sessions in homebound?**

- The district will make up instructional sessions
- These sessions will be made up in conjunction with medical advisement from your child's physician
- If you would like to request a make-up homebound session, then please provide documentation to the district from your child's physician advising the district as to the number of hours which can be made up that week (in consideration of and in conjunction with your child's regularly scheduled sessions for that week)
- This documentation should be shared with the School Homebound Coordinator or Nurse

**11. What happens if my child requires an extension of homebound instruction?**

In order to continue homebound instruction beyond the termination date (homebound eligibility end date), please submit an updated referral to the School Homebound Coordinator at your child's school of enrollment.

**12. What if I have additional questions about homebound or hospital instruction?**

Additional questions may be directed to the following contacts:

- The School Homebound Coordinator at your child's school of enrollment
- The ODLSS Home and Hospital Instruction Program [homeandhospital@cps.edu](mailto:homeandhospital@cps.edu)
- Tora Evans, Manager, ODLSS Home and Hospital Instruction Program [tevens@cps.edu](mailto:tevens@cps.edu)

