WCPS | Washington County Public Schools

10435 Downsville Pike
Hagerstown MD 21740
301-766-2955 phone
301-766-2938 fax

Department of Student Services

# Application for Home/Hospital Teaching (HHT)

**PARENT**
**Completed by Parent/Legal Guardian(s)**

Name of Student: _____ Grade:_____

School of Attendance: _____ Date of Birth:_____

Telephone: Home _____ Work _____ Cell _____

Home Address: _____

Special Education services received? □ Yes □ No Do you waive the 10-day notice for IEP Meeting? □ Yes □ No

→ □ I elect to have my child complete **state testing at their school.**
□ I elect to have my child complete **state testing at the Center for Educational Services.**

Parent signature:_____ Date:_____

***Parent**: Please note that your signature on this application gives appropriate Washington County Public School personnel permission to contact the licensed physician, psychiatrist, psychologist or certified nurse practitioner providing treatment to the child concerning the medical or emotional diagnosis and treatment as it applies to the assignment and coordination of HHT services and to utilize this information to provide ongoing educational services, while the student is receiving HHT. An adult (21 years or older) must be present during instruction. Please note that some courses simply cannot be taught while the student is at home. (i.e.- AP or foreign language classes, lab science classes, band, physical education, etc.) The Office of Student Services will determine which courses will be offered. When both the parent and provider sections are complete, please return this form to the principal of the school that the student attends. **PLEASE ASK YOUR MEDICAL OR PSYCHIATRIC PROVIDER TO PROVIDE THE REQUIRED INFORMATION ON THE REVERSE OF THIS FORM.**

**SCHOOL**
**Completed by Case Manager for student with an Individualized Education Plan (IEP)**

Does this student have a 504 plan? □ Yes (If yes, please attach a copy to this application.) □ No
Does this student have an IEP? □ Yes □ No Date IEP meeting held:_____

**Note: An IEP meeting must be held within ten days of receipt of application in order to reflect the student's placement in the HHT program and to determine the hours of service to be provided in order for instruction to begin.**

→ Case Manager's signature:_____

**Completed by School Principal**

If pregnant, is the student also attending the Family Center? □ Yes □ No

Has all information on this application been completed and verified? □ Yes □ No

Student's Schedule – List all classes the student is currently taking this semester.

_____

_____

_____

→ Principal Signature: _____ Date: _____

**Completed by Pupil Personnel Worker**

Has all information on this application been completed and verified? □ Yes □ No

□ Approved □ Denied
→ Pupil Personnel Worker Signature: _____ Date: _____

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## HHT Medical/Emotional Referral to be completed by the provider:

□ **Medical-** Completed by a Licensed Physician/Nurse Practitioner.

□ **Emotional-** Completed by a Licensed Psychologist/Psychiatrist.

Name of Student:_____ Date of Birth:_____

□ **Full time student is too ill to attend school-** Unable to attend school, due to a physical or emotional illness, for 15 consecutive school days or longer. Re-verified every 60 days.

**OR**

□ **Intermittent student with a chronic health issue may miss days of school periodically-** Condition requires student to be absent, intermittently, for 1 or more days in a school week. Re-verified annually.

1. Diagnosis: _____

2. Is the student seen on regularly scheduled visits to your office? □ Yes □ No
   Frequency of Visits: _____ Date of Last Visit: _____

3. Is the student currently in any type of therapy? □ Yes □ No
   Therapist's Name: _____ Phone: _____
   Frequency of Visits: _____ Date of Last Visit: _____

4. Is the student on medication? □ Yes □ No
   Medication (s): _____
   How will the medication(s) affect instructional performance? _____
   _____

5. Describe your treatment plan and how it addresses the student's medical condition. Please feel free to attach additional information as needed. _____
   _____

6. Are there any modifications or accommodations that could be made by the student's school that would allow the student to return to/remain in school rather than receive HHT? _____
   _____

7. Is Home & Hospital Teaching the preferred academic placement? If so, why? _____
   _____

8. What is the plan to transition the student back to school? _____
   _____

9. What is the anticipated length of time HHT will be necessary? (Maximum 60 days for full time students.)

   End date: _____
   (End date cannot be prior to provider's signature date.)

Name and address of Provider (Please Print):
_____

Phone: _____ Fax: _____

**Provider Signature:** _____ Date:_____

**Original signature required; stamped signature is not acceptable.**

***Licensed physician, certified nurse practitioner, psychiatrist, and psychologist: Please be advised that Home/Hospital Teaching is generally considered a short-term or temporary service for a student who is unable to attend school due to a medical or emotional condition. Home/Hospital Teaching is not intended to replace the student's school program for an extended period of time (beyond sixty days). Should the student require additional time receiving HHT, it is necessary for the initiating provider to request an extension of HHT and provide supporting documentation.**