

Volusia County Schools  
**Information for Hospital/Homebound Services**  
Phone: (386) 255-6475 ext. 38395 – Fax: (386) 943-3413

**Please read all information below prior to signing consent to exchange information with physician.**

1. Hospital/Homebound is intended to be a temporary instructional program through Exceptional Student Education for students with a catastrophic or acute illness and is not designed to replicate a typical school day or school hours.
2. Students must be enrolled at their assigned school in Volusia County prior to initiating Hospital/Homebound instruction.
3. Hospital/Homebound is not a program of choice for parents nor is it designed to provide services to students with attendance issues without a diagnosed catastrophic or acute medical condition. Please contact your child's school counselor for additional information regarding parent programs of choice or attendance concerns.
4. If the student is not attending school, **it is the responsibility of the parent and the zone school to coordinate student assignments up until the decision for Hospital/Homebound eligibility is made.** Hospital/Homebound will not assign make up work. Student withdrawal grades may be impacted by excessive absences without complete student work.
5. The IEP committee will take into consideration if the student can access the school campus, travel outside of the home or access any activities in the community when making eligibility determination.
6. Decision of eligibility for Hospital/Homebound services is determined by the IEP committee. Information obtained from the physician will be reviewed when making this determination, and all relevant student information will be considered when making eligibility decisions.
7. The Physician's Referral for Hospital/Homebound services must be completed by a medical doctor or osteopathic physician certified in the state of Florida. A chiropractic physician or psychologist may not complete the referral. **Referrals for mental health conditions should have a psychiatrist as the supervising physician due to the required specialized treatment plan.**
8. Hospital/Homebound services will not be considered until all required information is obtained from the physician supervising the medical treatment plan related to the referral for Hospital/Homebound.
9. Students who are found eligible for Hospital/Homebound services, based upon their documented medical diagnosis and/or current medical treatment plan, must be able to fully participate and demonstrate benefit from the program. The student must be able to follow the assigned instructional schedule. Failure of the student to attend scheduled instructional lessons, complete assignments, and/or participate in scheduled courses will require an Individual Education Plan (IEP) meeting to discuss further participation in the Hospital/Homebound program.
10. To determine eligibility for the Hospital/Homebound program, the following steps must be followed:
  - a. Parent reads and signs ***Parent Information for Hospital/Homebound Services*** and ***Consent for Exchange of Medical Information for Hospital/Homebound Services*** forms.
  - b. Parent submits the signed forms to the Hospital/Homebound office via **fax at 386-943-3413, email at [HomeEducation-HospitalHomebound@volusia.k12.fl.us](mailto:HomeEducation-HospitalHomebound@volusia.k12.fl.us) or US Mail to Hospital/Homebound, Atlantic High School, 1250 Reed Canal Rd., Port Orange, FL 32129.**
  - c. **Parents may not take the Hospital/Homebound referral to the physician or return completed referral to Volusia County Schools.** Hospital/Homebound staff will fax the referral to the physician's office.
  - d. Physician faxes or mails back the completed referral to the Hospital/Homebound office. Please note: **Failure of the Physician to return the application in a timely manner and/or receipt of an incomplete referral may delay determination of eligibility for Hospital/Homebound.**
  - e. An eligibility IEP meeting is scheduled by Volusia County Schools.

**I have read the above information and understand I am making a request to begin the referral process for Hospital/Homebound.**

Parent/Guardian Name (please print): \_\_\_\_\_  
Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

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*Rule 6A-6.03020, Florida Administrative Code (FAC.), identifies a Hospital/Homebound student as a student who has a medically diagnosed physical or psychiatric condition that is acute or catastrophic in nature, or a chronic illness, or a repeated intermittent illness due to a persisting medical problem. The condition or illness must confine the student to home or hospital and restrict activities for an extended period.*

**Please note: It is the responsibility of the parent and the school to coordinate make-up work until the decision for Eligibility of Hospital/Homebound Services is determined at an Individual Education Plan (IEP) meeting.**

**PARENT SECTION:** To be completed by Parent/Guardian.

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Grade: \_\_\_\_\_  
School Name: \_\_\_\_\_  
Parent/Guardian Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

(Hospital/Homebound will communicate with you via email regarding the status of the Hospital/Homebound referral.)

**PHYSICIAN'S CONTACT INFORMATION:** To be completed by the Parent/Guardian. Please include the physician's fax number.

Physician's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**CONSENT FOR MUTUAL EXCHANGE OF INFORMATION:** To be completed by the Parent/Guardian.

Your consent to this mutual exchange of information helps provide coordination of services. The information to exchange will include: **Educationally Relevant Medical Information related to Hospital/Homebound eligibility.**

**Information will be shared between Volusia County Schools personnel and the Physician, including medical and/or office staff.**

**Authorization Statement and Signature:** I authorize the School District of Volusia County, Florida to exchange (provide and receive) information with my child's physician regarding educationally relevant medical information related to Hospital/Homebound eligibility under the Individuals with Disabilities Education Act (IDEA). This includes information: required to complete the application for the Hospital/Homebound program; relevant educational information to assist the physician's recommendations; and updated information medical information, as needed. Communication to or from my child's physician will only relate to Hospital/Homebound eligibility or continued eligibility. I understand that I have the right to revoke this consent at any time by giving written notice to the Hospital/Homebound office. A copy of this consent form with the revocation date indicated will be sent to me upon revocation. Failure to authorize or revocation of consent will impact eligibility for Hospital/Homebound services.

\_\_\_\_\_  
Parent/Guardian/Educational Surrogate Signature Date

Office Use Only			
Date Consent Revoked:		Date Confirmation Copy Sent to Parent:	

**Please submit the signed Parent/Guardian Consent for Exchange of Medical Information to:**  
US Mail: Hospital/Homebound, Atlantic High School, 1250 Reed Canal Rd., Port Orange, FL 32129 County Mail:  
Hospital/Homebound, Atlantic High School  
Fax: (386) 943-3413