KELLER ISD	Key Strategic Priority: 1
ADMINISTRATIVE REGULATION	Learning
Homebound - General Education - GEH	EEH(R1)

Any student who is served through the general education homebound program must meet the following six criteria: *(Reference, Texas Student Attendance Accounting Handbook, Section 3.7)*

- Student must reside within the KISD boundaries
- The student is expected to be confined at home or hospital bedside for a minimum of 4 weeks. The weeks need not be consecutive.
- The student is confined at home or hospital bedside in KISD attendance zone for medical reasons only.
- The student's medical condition is documented by a physician licensed to practice in the United States.
- An adult must be present during the time homebound services are provided to the student.
- Needs Assessment: The Needs Assessment (specific for General Education Homebound services) should be faxed/sent to the physician and returned/faxed to the campus. The Homebound Needs Assessment replaces the medical form included in the general 504 documents.

General education homebound services designated for at home hospital bedside must be provided by a certified general education teacher.

The 504 Committee will serve as the General Education Homebound Committee (GEH):

Decisions regarding general education homebound placement must be made by a designated campus committee. Members of the committee should include but is not limited to a campus administrator, a teacher of the student, and a parent/guardian of the student.

The role of the 504/GEH committee is to review and consider the necessity of providing instruction to a general education student at home or hospital bedside in KISD attendance zone. If instruction is provided at home or hospital bedside the 504/GEH committee will determine the type(s) and amount of instruction to be provided.

In making these decisions the 504/GEH committee must consider the physician's information. However, the physician's note/information is not the sole determining factor in the committee's decision making process. The Committee will request ongoing information from the physician at least every grading period

504/GEH Committee Responsibilities:

In qualifying a student for and serving a student through general education homebound, the following documentation requirements must be met:

- A district developed form which documents 504/GEH committee decisions regarding whether or not a student is to be served through GEH.
- The 504/GEH committee must document on the form the committee's decision regarding the type(s) and amount of instruction to be provided to the student. This must include the designated amount of time per week that instruction will be provided.
- A note from a physician stating the student has a medical condition which requires the student to be confined at home/hospital bedside for a minimum of four weeks. Documentation of the day(s) homebound instruction started and stopped.

- Teacher's homebound instruction log.
- A copy of the homebound service log, maintained by the homebound teacher during the week of services, must be provided to the campus attendance clerk at the conclusion of the week to document attendance. A copy is also provided to the Director of Student Intervention by the homebound teacher at the conclusion of the homebound teacher's work week.

Eligible Days Earned:

General education students served at home will earn eligible days present based on the number of hours the student is served at home by a certified teacher each week.

Use the following chart to calculate eligible days present:

Amount of Time Served Per Week	Eligible Days Present/Earned Per Week
One hour	One day present
Two hours	Two days present
Three hours	Three days present
Four or more hours	Four days present (4-day week) or Five days present (5-day week)

Transition from GEH to the Classroom:

The length of the transition period must be determined by the GEH committee based on current medical information (Physician contact at least every four weeks). ADA eligibility shifts back to the requirements of the 2-4 hour rule once the student has completed the transition period as determined by the GEH committee.

Attachments:

- Decision-Making Process Chart
- General Education Homebound Instructional Plan
- Consent to Release Confidential Information and Homebound Needs Assessment