



Home and Hospital Instruction Policy

FPCS adopts and implements the following home and hospital instruction program to:

- a) Promote a participating student's academic progress; allow student to stay current with classroom instruction in core subjects to the greatest extent possible, foster communication between student's classroom teachers and home and hospital instructors; and aid in the reintegration of the student into the classroom instruction when the student is able to return to school.
- b) Ensure coordination of home or hospital instruction with any special education services, IEP or Section 504 plan; and
- c) Designate the following person to oversee the program: Tamika Maultsby, Deputy Chief of Compliance, tmaultsby@friendshipschools.org (202) 281-1700

What is the definition of a student who requires home and hospital instruction?

A student who will be absent from their school of enrollment for ten (10) or more consecutive or cumulative school days during a school year due to a health condition and who has a medical certification form signed by a licensed physician, licensed nurse practitioner, licensed psychologist, licensed mental health counselor or therapist or physician assistant.

Approval Process

The student's legal guardian may request approval for home or hospital instruction by making a request either orally or in writing to the above referenced person overseeing the program

Within (2) two school days of receiving the request the Tamika Maultsby, Deputy Chief of Compliance can be reached at tmaultsby@friendshipschools.org and (202) 281-1700 will provide the legal guardian with FPCS's written application that includes information on the requirements and as well as the process for submitting the application.

Within (5) five calendar days of receiving the request the Tamika Maultsby will review the request and issue a written decision approving or denying the application.

The written decision will include a written explanation of the basis for the approval or denial. If approved, a written explanation will be provided for the delivery of the services that includes the location, identification of virtual and/or in person delivery, number of hours per week according to the medical certification of need as well as a schedule of service delivery.

Students with Disabilities

If a student is suspected of being eligible or is eligible for special education services the student's legal guardian will be provided with a copy of the procedural safeguards under IDEA. Consideration will be given to whether home and hospital instruction could impact the

student's educational placement in the least restrictive environment and if so, a meeting will be convened to review and revise the educational placement of the student and review and revise the IEP as necessary.

Right to Appeal

The student's legal guardian may appeal a decision to approve or deny a request by submitting a written request for an appeal to OSSE. **To submit an appeal to OSSE, complete the Home and Hospital Instruction Appeal form located [here](#).** The form must be submitted to OSSE within **10 calendar days** of receipt of FPCS's decision. Upon submission, you will receive an email confirmation of your submission and a member of OSSE's staff will contact you with next steps.