



VICTORIA ISD

PROCEDURES FOR DETERMINING STUDENT ELIGIBILITY FOR GENERAL EDUCATION HOMEBOUND (GEH) SERVICES

What are General Education Homebound (GEH) services?

General Education Homebound services are instructional services that are provided in the hospital or in the home by a certified teacher to a student enrolled in the Victoria ISD and who has a medical condition which prevents him/her from attending school for a minimum of four weeks. During this period of time, the student is confined to the hospital bed or home. The final decision regarding whether or not these services will be provided is made by the campus' GEH Committee.

Who should I contact if I have questions about GEH?

Each campus has a designated GEH Coordinator. For further information, call the school directly and speak to the principal or GEH Coordinator. The VISD also has a District GEH Coordinator who can be reached by calling 361-788-9250. Parents should always contact their child's school first and foremost to discuss GEH services and any issues related to their child's education.

How are GEH services determined?

If the student meets the following criteria, then the process for determining eligibility for general education homebound services should begin:

1. Student is expected to be confined at home or to a hospital for a minimum of four weeks because of a medical condition which will prevent him from attending school
AND

2. The medical condition is documented by a physician licensed to practice in the United States

AND

3. The school has secured a note from the student’s physician stating the student has a medical condition that requires the student to be confined at home/hospital bedside for a minimum of four weeks.

NOTE: In making these decisions, the 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. All relevant information will be considered.

Who serves on the GEH Committee?

The GEH Campus Committee, should include, but is not limited to:

- a campus administrator or counselor,
- a teacher of the student,
- the school nurse,
- the district GEH coordinator and
- a parent/guardian of the student

This Committee will convene to review relevant school data and medical information regarding the student’s situation to determine whether or not the student requires instruction at home/hospital bedside. If GEH services are to be provided at home/hospital bedside, it is the responsibility of the GEH committee to specify the type(s) of instruction (for all subjects including electives) and the amount of weekly time that a certified teacher will provide such lessons. The committee should document each of the GEH Committee’s decisions on the district’s GEH forms.

Forms to be used for this process include:

- 504 Evaluation and Committee Report
- Notice For Release/Consent to Request Confidential Information
- Physician’s Letter for Consideration of GEH Eligibility

- Physician’s Report for Consideration of GEH Services
- Texas GEH Supplement
- Physician’s Release

How will student attendance be recorded?

General education students served through the GEH program will earn eligible days in attendance based on the number of hours the student is served by the assigned GEH certified teacher at home or in the hospital each week.

One hour of instruction equals one day in attendance for the first three hours of GEH instruction. When four or more hours of GEH instruction are provided, the student earns an entire week of eligible days of attendance. The following chart will be used to calculate eligible days present:

<u>Amount of time served per week:</u>	<u>Eligible days present earned per week:</u>
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) five days present (5-day week)

Once GEH services begin, the GEH teacher will provide the Victoria ISD Office of Student Services a copy of the form “General Ed Chronically Ill Homebound Instruction Teacher Attendance Log” on a weekly basis. The Office of Student Services will forward this attendance information to the Campus Attendance Clerk and the PEIMS Office to record on behalf of the student.

How often will the GEH Committee reconvene?

The GEH Committee may meet periodically to re-evaluate the student’s condition and possible continued need for services AND this committee should reconvene at the end

of the service period (as documented on the Physicians Report for Consideration of GEH Services) to review current physician information and to make decisions regarding whether or not to continue or stop GEH services.

Prior to this meeting, the parent must have the doctor complete a “Physician's Release” in order for the student to return to school. The GEH Committee should also determine if a transition period is necessary.

Should a transition period be needed, the GEH Committee should document all of the following:

1. The length of time of the transition period
2. The amount of time the student will be served in both settings (homebound and the classroom) during the transition period and
3. The effective date of when the student is expected to return to the classroom on a full-time basis.

Victoria Independent School District

Explanation of General Education Homebound Instruction



Dear Parents/Guardian,

Homebound services are educational services provided in the home for the student who is unable to attend school because of a diagnosed health condition.

A student is eligible to be considered for General Education Homebound (GEH) services when the following conditions apply:

1. Student is expected to be confined at home for a minimum of four weeks,
2. For medical reasons only, and
3. The medical condition is documented by a physician licensed to practice in the United States.

When homebound services are no longer required, your child will be transitioned back to his/her previous educational setting.

Homebound services will allow a teacher to come to your home to provide instruction for 4-5 hours weekly to your child so that your child can remain current with required classwork and assignments. The homebound teacher will meet with your child's classroom teacher(s) to ensure a coordinated educational program that will prepare your child for transition back into the campus setting. Attendance will be kept by the homebound teacher and reported to your child's home campus.

Medical information is required from your child's doctor before homebound services may be assigned. It is essential that you return this information as quickly as possible so services may begin promptly. Physician forms may be returned via parent, mail, or faxed to your student's school. Homebound services cannot be initiated without this medical information.

During the time the process is taking place, please continue to get assignments from your child's teacher(s). If more information is needed concerning General Education Homebound services, please contact your student's campus.

Thank you,

GEH Campus Coordinator