




DIRECTIONS TO FAMILIES REQUESTING HOME/HOSPITAL INSTRUCTION

Home/Hospital tutoring is a service provided to students who are medically unable to attend school for a **minimum of 4 weeks and a maximum of 18 weeks** because of a physical disability or illness. The program does not provide tutoring to students caring for an infant or a relative who is ill.

More information can be found in the Parent's Guide to Home/Hospital Services brochure which can be obtained from your child's counselor or school nurse.

Please provide the following forms to your Health Care Provider to document eligibility for services:

1. Directions to Health Care Provider Requesting Home/Hospital Instruction
2. Request for Home/Hospital Instruction 
3. HIPPA Authorization for Release of Medical Information

Your Health Care Provider should fax the forms and any additional required information to:

253-841-8655

ATTN: Home/Hospital Coordinator

Tutoring services will be arranged only after all forms are received from the health care provider and eligibility for the service has been established.

If it is foreseeable that a your child's illness would require them to be home on an intermittent or long-term basis that does not meet the guidelines for H/H services (e.g. partial days; several days a week; unpredictable days based on student condition or treatment plan; beyond 18 weeks), all documentation received will be forwarded to the 504 coordinator at the student's school.

If you have additional questions, please call Kim Leger at 253-841-8700.

Special Services



What to expect when my child is receiving Home/Hospital tutoring:

Home/Hospital Tutor Responsibilities:

- To arrange with parents for two one-hour tutoring sessions per week
- To contact school staff about class assignments
- To gather and take assignments to student's home
- To provide tutoring assistance and guidance to student
- To provide feedback and return any completed schoolwork to teachers
- To consult with parents on student's progress

School Building Staff Responsibilities:

- To provide assignments, textbooks, and related materials in a timely manner
- To make accommodations and modifications, as needed, on assignments
- To generate print-outs of missing work and grade status
- To correct and grade returned assignments
- To inform building attendance secretary of any known changes in absence status

Student Responsibilities:

- To work at least three hours per day on assignments
- To complete assignments in a timely manner
- To be prepared to work at scheduled tutoring session times
- To ask for help or clarification

Parent Responsibilities:

- To have an adult in the home during scheduled tutoring session times
- To provide a clean, quiet work area
- To support student in meeting his/her responsibilities

Special Services