

Is your CPS student eligible for the Home and Hospital Instruction Program?

Guide to CPS Home and Hospital Instruction Program (HHIP)

LEGAL COUNCIL
FOR HEALTH JUSTICE
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What is HHIP?

The Chicago Public Schools (CPS) Home and Hospital Instruction Program (HHIP) is a program that **provides continuous instruction** to students whose academic programs are often interrupted due to a documented **medical or psychiatric condition**.

Is your child eligible for HHIP?

Has your child's physician determined that because of a **medical condition** your child **will or is expected to be absent from school**:

- For a minimum of **10 consecutive days**; *OR*
- On an **"ongoing intermitted basis"** which is two days at a time, multiple days during a school year, totaling at least 10 days of absences?

YES



Your child is **eligible** for HHIP. Submit the physician HHIP form to your school.

Step 1: Your child's physician must complete a **medical or psychiatric referral**. You can find the referral form here:

bit.ly/HHIPReferral

Step 2: Return the completed referral to the School Homebound Coordinator at your student's school. If you are unsure who the School Homebound Coordinator is for your school, call your school or email homeandhospital@cps.edu.

NO



Your child is **not eligible** for HHIP.

Does your child have an **Individualized Education Program (IEP)** for special needs?

YES



The **IEP team** should meet and determine your child's need for home or hospital services based on the physician's statement—**this is not an administrative decision**.

- Related services required by your child's IEP **must be implemented as part of the home or hospital instruction**, unless the IEP team determines modifications are necessary due to your child's condition. The amount of related services must be determined in relation to your child's educational, physical, and mental health needs.
- The **IEP team determines the amount of instructional time** in relation to your child's educational, physical, and mental health needs. It must be **at least one hour per day of instruction** unless your child's physician recommends less.
- The teacher **must be licensed in special education** to provide home and hospital services in order to fulfill your child's IEP.

NO



A student without an IEP must receive at least **one hour of instruction each school day or five hours in each school week**, unless your child's physician recommends less.

Know Your Rights!

- Home or hospital instruction must begin **no later than five days after the school district receives the medical referral**². Services may begin before the IEP team meets.
- The school **may not consult with the physician** who wrote the medical referral **until the school obtains written permission** from the child's parent or guardian¹. Services **may not be withheld** due to a lack of written permission.
- There is **no requirement that a student actually be absent for 10 days**, only that the student is **anticipated** to be absent for at least 10 days of the school year².
- **If services are missed** because of a child's illness or the teacher's absence, the district must collaborate with the child's parents or guardians and **provide make-up services**².

¹HIPAA Privacy Rule

²105 ILCS 5/14-13.01 amended by P.A. 097-0123

For more information, visit:

bit.ly/CPSHHIP



bit.ly/ISBEHomeHospital

