



FLOWCHART

School Administrator

- Parent/Guardian express concern to school Administrator about their student's health issues.
- Administrator meets with parent & student (if health permits) with **Dr.'s Statement of Needs**.
- Parent & school completes *Home & Hospital Registration*. **Students with IEP refer to Special Ed.**
- **Short-term Disclosure** signed if Dr.'s note is **45 consecutive school days or less**.
- **Long-term Disclosure** signed if Dr.'s note is **46 consecutive school days or longer**.
- **Paper work is sent to Student Support Consultant at the District Office.**
- Students follow the Utah Students Connect online calendar.

Short Term H&H Services

- Dr.'s Note requires the student to be out of school for **10 to 45** consecutive school days.

Long Term H&H Services

- Dr.'s Note requires student to be out of school for **46 or more** consecutive school days.
- Refer parent to Student Support Services at (801)567-8326.
- Send original paper work to DO.

Students with IEPs

- **Refer to Special Education.**

- School provides the H&H teacher.
- Homework is collected & returned to classroom teachers.
- Classroom teachers provide grades for assignments and report card.
- Absence Code for short-term H&H is "H".
- **Monthly paper work is signed by H & H teacher & administrator, then sent to Student Support Services @ the District Office.**

- @the school cannot provide a H & H teacher, call Student Support at 567-8187 for assistance.

- Parent & student meet with H & H Consultant.
- Student's schedule is created.
- Student registered for online classes.
- H & H Facilitator assigned schedule
- S O O will enter final grades for online classes into Skyward.
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- If the Dr. determines that the student needs to be out longer, then an **updated note is required with the new length of time requested**.
- Refer to Long-term Home & Hospital Services Consultant at the District Office.

H&H Website Location:

<http://studentsupport.jordandistrict.org/>