

Special Ed and 504 Students Process for Homebound

1. Parents download [the Physicians Information Report \(PIR\)](#) form and give it to the child's physician.
2. The child's physician must complete the form and faxes or emails the form to the Homebound office at 512-414-0390.
3. Homebound office will contact the child's campus to schedule and ARD or 504 meeting.
4. The ARD or 504 meeting members are determined by type of meeting.
5. The eligibility and placement decisions will be determined by the ARD/504 committee and must take into consideration the information on the PIR. (The PIR is not the sole determining factor in the committee's decision-making process).
6. The student's ARD/504 committee determines the amount of services provided to the student in the homebound instructional setting/arrangement.
7. If a student has been determined eligible by the committee, a staff member from the Homebound office will contact the parent to set up a schedule for instructional services.