ILLINOIS STATE BOARD OF EDUCATION
Funding and Disbursement Services Division
100 North First Street, E-320
Springfield, Illinois 62777-0001

HOME/HOSPITAL WORK SHEET

Summer Term _____, Regular Term _____

Please note that in order to claim Special Education Personnel Reimbursement, districts can only use a certified special education teacher with endorsement in the area of the student's disability to fulfill the IEP of special needs student in a home or hospital. For a general education student in a home or hospital, districts can use a certified general education teacher to claim Special Education personnel Reimbursement.

INSTRUCTIONS: This work sheet is for documenting reimbursement for home or hospital instruction. The data are to be summarized and recorded on the Special Education Personnel Reimbursement Claim. Refer to the Special Education Personnel Reimbursement Instructions for further information. Retain this worksheet for Audit Purposes.

GENERAL EDUC. OR SPEC. EDUC. 1	PUPIL NAME 2	PUPIL FTE 3	TEACHER'S SOCIAL SECURITY NO. OR IEIN 4	TEACHER'S NAME 5	SPEC. EDUC. ENDORSEMENT (IF APPLICABLE) 6	SALARY COST PER PUPIL 7