

John R. Kasich, Governor Michael L. Sawyers, Acting Superintendent of Public Instruction

Information for Medical Emergency Waiver Application

The No Child Left Behind Act (NCLB) requires all students to participate in Ohio's state assessments, although a school or district can meet the Annual Measurable Objective (AMO) for participation if at least 95% of the students in each subgroup are tested. For the purpose of calculating the Participation Rate AMO, only subgroups with at least forty (40) students are evaluated.

Although all students are expected to participate, there may be a rare circumstance in which a student cannot take one or more assessments during the entire testing window, including makeup dates, because of a significant medical emergency. In such cases, a district may contact the Ohio Department of Education's Office of Accountability using the attached form to request a Medical Emergency Waiver.

If a medical emergency waiver is granted, the student remains enrolled in the school during the testing window; however, the student is not required to take the assessment(s), and the district and school will not be held accountable when calculating whether the participation rate AMO is met and when calculating the Performance Index Score.

Per guidance from the U.S. Department of Education, medical emergency waivers must be granted on a case-by-case basis using the facts that are presented by the district. The Ohio Department of Education updated its process for granting medical waivers beginning with the 2012-13 school year to require districts to submit their facts through a Medical Emergency Waiver Application and through the submission of accompanying documentation, such as a doctor's order or other medical records, that will help the agency to understand more fully the nature of the emergency that has prevented the student from participating.

For the 2012-2013 school year, the submission windows to request a medical waiver are as follows:

For students taking the Alternate Assessment:

February 25, 2013 – April 19, 2013

For students taking the Ohio Graduation Test:

March 4, 2013 – April 19, 2013

April 15, 2013 – May 17, 2013

All medical waiver applications <u>must</u> be submitted during the windows specified above in order to be considered by Ohio Department of Education. Supporting documentation should be submitted with the initial application, if possible, but may be submitted through May 30th if the district does not have it prior to the window closing. Additional documentation will only be considered if the initial application is submitted during the time period shown above.

The waiver application is a Word document and districts should be able to save the form to a computer and complete it by typing the information in the appropriate boxes. Districts should submit a separate form for each student where a medical waiver is being requested. The instructions below will help guide the district when completing the form.

Please complete Part 1 of the application with the identifying information for the district. Part 2 is to identify the student for whom the medical emergency waiver is being requested.

The box at the top of Page 2 asks the district to provide a description of the emergency that necessitated the waiver request. Districts should be as detailed as possible when completing this part of the form. Please include all of the following information in the description:

- A brief explanation of the medical issue that caused the student to be unable to participate
- The date of the onset of the emergency
- The expected duration/recovery period of the emergency
- The number of days of instruction the student has missed due to the medical emergency
- A brief explanation of why the student's medical emergency prevents participation in the test
 administration. If appropriate, please note cases where the student is in a hospital ward or
 residential treatment facility that does not allow non-family members to visit (e.g. an intensive
 care unit or certain types of psychiatric wards).

Once the application has been received at the Ohio Department of Education, it will be reviewed by an Accountability Team to determine if a medical emergency waiver can be granted, and a decision will be communicated to the district's superintendent.