

Medical Exemption Guidance for Assessment and Accountability

INTRODUCTION

All Wisconsin students attending traditional public, charter, or accredited nonpublic schools (including students with disabilities and English learners) are required by state and federal law to participate in the Wisconsin Student Assessment System. Students who do not participate in state assessments are included as “not tested” when calculating participation rates for school accountability purposes. Students with acute, short term minor illnesses or injuries (medically fragile students) must participate in the statewide assessment. Schools may provide allowable accommodations and supports for these students through a 504 plan. If a student is able to receive instruction (including off-site instruction), then a student is also expected to participate in statewide assessments. Contact [assessment staff](#) if there are any questions regarding accommodations or supports for students in unique situations.

MEDICAL EXEMPTION

There are situations in which a *significant medical emergency* may prohibit a student’s participation in academic activities and statewide assessments. In such instances, a student may be exempt from participation in statewide assessments and excluded from the school’s accountability calculations.

Significant Medical Emergency (SME)

In rare and unique instances, a student may be unable to complete or participate in any part of the statewide assessments due to a significant, documented medical emergency. Examples of a SME may include but are not limited to: hospitalization or placement in hospice care, severe trauma, or a mental health crisis where because of the student’s medical condition they are unable to access any academic instruction. A SME renders the student incapable of participating in any academic activities, including the statewide assessment, during a particular testing window.

DPI requires districts to maintain documentation of instances where non-testing is due to a SME using the Medical Exemption Form. DPI may request documentation, as deemed necessary, when calculating a district’s accountability determinations.

Medical Exemption Form

FORM INSTRUCTIONS:

1. Download and save the form to your device.
 2. Complete the form electronically and save.
 3. Retain the saved form and any documentation related to the medical emergency at the district, which may include attendance records, communication from family, medical records classified under HIPAA, and other information as appropriate.
 4. DPI may request documentation, if needed, during accountability calculations.
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	GENERAL INFORMATION	
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Date of Medical Emergency:	Grade Level of Student:
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District:	School:
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District Assessment Coordinator:

E-mail Address:

Phone:	Fax:
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	ASSESSMENT	
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The student was exempt from the following assessment:

ACT® with writing	Wisconsin Forward
ACT® Aspire	Dynamic Learning Maps (DLM)
Access for ELLs	

Description of the student’s significant medical emergency, including timing and duration, at the time of test window:

District Assurances	YES	NO
This is a rare and unique situation in which the student is unable to participate in any part of the assessment for medical reasons, such as long-term hospitalization without access to academics, severe trauma, mental health crisis with a finding that the student is a danger to self and others, or placement in hospice care.		
The student, due to a medical emergency, is unable to receive instruction during the entire testing window.		
Parent/legal guardian has been notified that the district is selecting a Medical Exemption for their student and that they will not receive results for the statewide assessment.		

	DPI USE ONLY	
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District Authorized Signature:	Date:
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