

Diabetes Management in School and Child Care RN Instructor Guide

CONTENT	Type of Activity	Materials	Training Time	Delegation Time
<p>Registration Determine who should receive training, content of training, time allotted for training</p> <p>Develop a training roster to document the content of the training and participants. The roster may include specific outcomes noted in the Diabetes Instructor Guide</p>		Roster Specific Skills Checklists		
<p>Introduction</p> <p>Goals and Responsibilities</p> <p>Outcomes: Describes difference between training and nursing delegation Identifies staff who have had first aid and CPR training including response to diabetes emergencies</p>				
<p>What is Diabetes?</p>	<p><u>PowerPoint: Diabetes Care</u> Tasks At Schools: Basics</p>	<p><u>NDEP Primer</u> Pg 6 <u>PTK</u> FAQ's, Glossary, Resources</p>		
<p>Types of Diabetes</p> <p>Outcome: Describes basic disease process of type I and type II diabetes.</p>	<p><u>PowerPoint: Diabetes Care</u> Tasks At Schools: Basics</p>	<p><u>NDEP Primer</u> Pg 7</p>		
<p>Diabetes Management Plans</p> <ul style="list-style-type: none"> ▪ Medical Management plan ▪ Emergency Plan ▪ Education Plan – 504 <p>Outcomes:</p> <ol style="list-style-type: none"> 1. Identifies health care plan and/or 504 plan describing students care. 2. Identifies student agreement for independent care when applicable 3. Identifies staff who have been delegated diabetes care tasks 4. Describes accommodations for field trips, school sponsored activities and standardized testing 	<p><u>PowerPoint: Diabetes Care</u> Tasks At Schools Basics <u>PowerPoint: Diabetes Care</u> Tasks At Schools – Legal Considerations</p>	<p><u>NDEP Primer</u> Pg 9 Pg 12 Pg 13 Pg 14 SNTK #’s 100-601 <u>PTK</u> Before you Begin A New School Year, Parent Letter to Teachers, Information to Help Teach my Child,</p>		
<p>Universal Precautions -Sharps Disposal</p> <p>Outcomes:</p> <ol style="list-style-type: none"> 1. Reviews Universal Precautions. 2. Identifies designated area where procedures are done. 		<p>Institution specific Exposure Control Plan</p>		
<p>Monitoring Blood Glucose</p>	<p><u>PowerPoint: Diabetes Care</u> Tasks At Schools- <u>Return Demonstration:</u> Document on #501</p>	<p><u>NDEP Primer</u> Pg 15</p>		<p>Document Delegation on #600</p>
<p>Hypoglycemia – Low Blood Sugar</p> <p>Outcome: Describes signs and symptoms of low blood sugar (hypoglycemia) and can respond according to care plan.</p>	<p><u>PowerPoint: Diabetes Care</u> Tasks At Schools - Managing Hypoglycemia & Hyperglycemia <u>Return Demonstration:</u> Document on #503</p>	<p><u>NDEP Primer</u> Pg 17 <u>SNTK</u>- Flow Chart – Low Blood Sugar <u>PTK</u> - Low Blood Sugar, Low Blood Sugar Hand, High/Low Blood Sugar Hand</p>		<p>Document Delegation on #600</p>

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Glucagon	<u>PowerPoint: Diabetes Care Tasks At Schools – Glucagon Administration</u> <u>DVD - GLUCAGON Can Save a Life</u> <u>Return Demonstration:</u> Document on #504			Document Delegation on #600
Hyperglycemia – High Blood Sugar Outcome: Describes signs and symptoms of high blood sugar (hyperglycemia) and can respond according to care plan.	<u>PowerPoint: Diabetes Care Tasks At Schools Managing Hypoglycemia & Hyperglycemia</u> <u>Return Demonstration:</u> Document on #505	<u>NDEP Primer Pg 19</u> <u>SNTK- Flow Chart – High Blood Sugar</u> <u>PTK - High Blood Sugar Hand, High/Low Blood Sugar Hand</u>		Document Delegation on #600
Ketones	<u>PowerPoint: Diabetes Care Tasks At Schools Ketone Monitoring</u> <u>Return Demonstration:</u> Document on #502			Document Delegation on #600
Insulin	<u>PowerPoint: Diabetes Care Tasks At Schools Insulin Administration</u>	<u>NDEP Primer Pg 21</u>		Document Delegation on #600
Pens	<u>PowerPoint: Diabetes Care Tasks At Schools Insulin Administration</u> <u>Return Demonstration:</u> Document on #506	<u>NDEP Primer Pg 22</u>		Document Delegation on #600
Pumps	<u>PowerPoint: Diabetes Care Tasks At Schools Insulin Administration</u> <u>Return Demonstration:</u> Document on #507	<u>NDEP Primer Pg 22</u>		Document Delegation on #600
Syringe	<u>PowerPoint: Diabetes Care Tasks At Schools Insulin Administration</u> <u>Return Demonstration:</u> Document on #508 & 509	<u>NDEP Primer Pg 21</u>		Document Delegation on #600
Nutrition	<u>PowerPoint: Diabetes Care Tasks At Schools Nutrition & Exercise</u>	<u>NDEP Primer Pg 23</u>		
Physical Activity	<u>PowerPoint: Diabetes Care Tasks At Schools Nutrition & Exercise</u>	<u>NDEP Primer Pg 24</u>		
Field Trips and Extracurricular Activities Outcomes: 1. Identifies staff who have been delegated diabetes care tasks 2. Describes accommodations for field trips, school sponsored activities and standardized testing		<u>NDEP Primer Pg 25</u> <u>PTK Field Trip considerations, Parties and Snacks</u>		

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Disaster Planning		<u>NDEP Primer</u> Pg 26		
Emotional and Social issues		<u>NDEP Primer</u> Pg 26 <u>PTK</u> Psycho Social Aspects of Diabetes,		
Diabetes Self- Management - Rights and Responsibilities	<u>PowerPoint: Diabetes Care Tasks At Schools – Legal Considerations</u>	<u>NDEP Primer</u> Pg 27 <u>SNTK</u> #400 – Student Plan: Independent Management #401 – Agreement for Students Independently Managing Their Diabetes <u>PTK</u> Developmental Stages and Diabetes Management		
CERTIFICATE OF COMPLETION				
<u>TOTAL TIME</u> <i>This varies based on class size and familiarity with the audience</i>				

Colorado Diabetes Collaborative Resource Index



National Diabetes Education Program

Helping the Student with Diabetes Succeed: A Guide for School Personnel NDEP Primer pp
<http://www.ndep.nih.gov/diabetes/youth/youth.htm>

American Diabetes Association

Diabetes Care Tasks At Schools: What Key Personnel Need to Know Power Point
<http://diabetes.org/advocacy-and-legalresources/discrimination/school/schooltraining.jsp>

School Nurse Toolkit (SNTK)

1. School Nurse Checklist
2. School Nurse Intake Form
3. Instructions for Form #100
4. #100 – Individualized Health Plan
5. Instructions for Form #101
6. #101 – Individualized Health Plan for Pumps
7. Instructions for Form #200 & 201

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School Nurse Toolkit (SNTK) *continued*

8. #200 – Healthcare Provider Order for Student with Diabetes
9. #201 – Healthcare Provider Order for Student on Pump
10. Instructions for Form #300
11. #300 – Classroom Daily Care Plan
12. Instructions for Form #400 & 401
13. #400 – Student Plan: Independent Management
14. #401 – Agreement for Students Independently Managing Their Diabetes
15. Instructions for #500-509
16. #500 – Diabetes Management in Schools and Child Care Instructor Guide
17. #501 – Glucose Monitoring Skills Checklist
18. #502 – Urine Ketone Monitoring Skills Checklist
19. #503 – Hypoglycemia Skills Checklist
20. #504 – Glucagon Skills Checklist
21. #505 – Hyperglycemia Skills Checklist
22. #506 – Insulin Pen Skills Checklist
23. #507 - Insulin Pump Skills Checklist
24. #508 – Insulin Syringe Skills Checklist
25. #509 – Insulin Syringe Combination Skills Checklist
26. #510 – Continuous Glucose Monitoring in the Schools
27. Instructions for #600 Delegation & Supervision of Diabetes Care Tasks
28. #600 – Delegation Agreement & Supervision for Diabetes Care Tasks
29. Flow Chart – Low Blood Sugar
30. Flow Chart – High Blood Sugar
31. Insulin Calculation Worksheet
32. Insulin Pump Monitoring Log
33. School Health Office Record

Parent Toolkit (PTK)

1. Before you Begin a New School Year
2. Parent Letter To Teachers
3. Low Blood Sugar
4. Low Blood Sugar Hand
5. High Blood Sugar hand
6. High/Low Blood Sugar Hand
7. Information to Help Teach my Child
8. Field Trip Considerations
9. Parties and Snacks
10. Psycho Social Aspects of Diabetes
11. Developmental Stages and Diabetes Management
12. FAQ's
13. Glossary
14. Resources