

Diabetes: How to Train Your Staff



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The purpose of this presentation is to assist school nurses during the complex process of planning with a new diabetes diagnosis, and to provide a framework for training staff as Trained Diabetic Personnel.

This will help support student learning by ensuring safe and effective diabetes management for students at school.

My Background: Beginnings

- Personal interest in diabetes
- Experience working with students with type 1 diabetes (Pre-K through 5th grade) for past 15 years
- Great diversity and complexity – hard to achieve a perfect plan of care with diabetes
- **Master's degree focus**
- Worked within Parkway School District to address this topic district-wide, with a focus on elementary-age students

Why is having a plan so important?





- More than 15,000 youth under age 20 are newly diagnosed each year in the U.S. with type 1 diabetes
- Poor diabetes control in youth is linked to increased health complications (kidney, neurological, etc.)





- Outdated school policies, lack of school cooperation, lack of qualified nursing staff, and poorly trained school staff contribute to the daily difficulties youth encounter while trying to manage their diabetes care at school
- Medical care providers **don't always address** school-specific issues on orders



Results of not having a plan.....

- Dangerous hypoglycemic episodes at school
- **Poor parent confidence in school's ability to manage care for their children with diabetes**
- Lack of consistency in care across educational settings



Diabetes Management Basic Principles:

- Diabetes management is 24/7 and does not go away while a child attends school
- Training non-medical school staff helps children and families overcome barriers and discrimination at school.



Education of staff



School Nurse Responsibilities

- Due to the clinical knowledge required, school nurses must take ultimate responsibility for implementing a program for diabetes management at school
- Program should include meeting with parents; assessing student skills; educating staff; communicating with PCP; and utilization of outside resources/ agencies
- Promote a culture of diabetes education, awareness and sensitivity within the school climate
- Be knowledgeable about federal, state, and local laws and regulations that pertain to managing diabetes at school

Diabetes & Developmental stages

- 3-7 years --- adult supervision for all tasks; cooperative for finger sticks and insulin shots; gradually learns to recognize hypoglycemia
- 7-12 years --- gradually should learn to test own blood sugar and give insulin shots; can make some food choices but will still need adult supervision and support at times
- 12-18 years --- capable of diabetes self-care tasks but will still need adult supervision and/ or review at times; gradually begins to understand the importance of good blood sugar control to prevent long-term complications



Missouri House Bill 675

- By January 15, 2014, DESE shall develop guidelines for the training of three school employees in the care needed for students with diabetes.
- The school board of each school district and the governing body of each charter school may adopt and implement the training guidelines and annual diabetes training programs for all school nurses and diabetes care personnel.
- A school employee shall not be subject to any penalty or disciplinary action for refusing to serve as trained diabetes personnel.



Although classroom teachers will not be responsible for performing daily diabetes care tasks, he or she should have a clear understanding of diabetes and should be able to make decisions based on that understanding:

- what to do for blood sugar highs/ lows
- **how diabetes can affect a student's ability to learn**
- why accommodations are needed for diabetes, such as access to drinking water, bathroom privileges and unplanned snacks

School Nurse should...

- Inform building principal, set schedule for an immediate briefing of all building staff on signs/symptoms of diabetes, if this has not been done recently
- Organize in-depth, student-specific briefing for staff who will work directly with student
- **Meet with classroom teacher to discuss student's needs**
- Bus drivers should be included in briefing, if student will be using transportation services

Missouri Laws

- **Missouri Nurse Practice Act**
- **State Board of Nursing Positions**
- **Missouri Revised Statutes, Chapter 537**
“Good Samaritan law”





American Diabetes Association

Safe at School Campaign begun in 2006 supports training of non-medical staff and believes:

- **All children with diabetes** deserve to feel safe at school
- **All school staff members** should receive training that provides a basic understanding of diabetes
- **A small group of school staff members** should receive training in student-specific routine and emergency care

Steps for an Effective TDP Training Program

1. Gain approval/ support for training program
2. Solicit volunteers (minimum 1-2 if full-time nurse; 3 or more if no full-time nurse)
3. Obtain training equipment
4. Conduct training of volunteers
5. Provide volunteers with informational binder/ handouts/ completion certificate
6. Document training
7. Provide information for buildings
8. Periodic review/ skills practice/ train new volunteers as needed

Gain approval/ support for training program

- Discussions with health services manager/ district superintendent
- Meetings with representatives from the ADA
- Surveys sent out to nurses/ nurse assistants/ sub nurses to assess for knowledge gaps and readiness for a training program within the district
- Presentations to district nurses; school board

Solicit volunteers



- With proper supervision and training, and where state laws do not prohibit it, nonmedical personnel can be trained as TDP.
- Trained diabetes personnel may include school staff secretaries, teachers, principals, health aides, licensed practical nurses, etc.
- If a school has a nurse, the nurse will continue to take the lead in providing diabetes care (both routine and emergency).
- Nurse should retain the right to deny training anyone who does not willingly want to be trained.



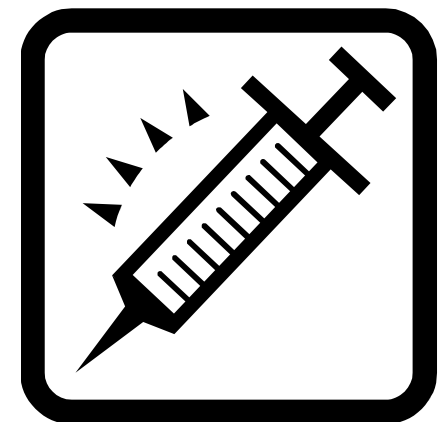
Obtain training equipment



- ADA training modules CD/ DVD should be obtained.
- It is recommended that trainers utilize hands-on equipment that correspond to the modules (i.e. glucagon trainers, syringes, glucose meters, etc.).
- Practice supplies may be available through a variety of venues, including school districts, school health services departments, Missouri Department of Health and Senior Services, the American Diabetes Association, local area hospitals, pharmaceutical companies, and private donations.

Conduct Training: Module Topics

- Diabetes Basics
- Diabetes Medical Management Plan
- Hypoglycemia
- Hyperglycemia
- Blood Glucose Monitoring
- Glucagon Administration
- Insulin Basics
- Insulin by Syringe and Vial
- Insulin by Pen
- Insulin by Pump
- Ketones
- Nutrition and Physical Activity
- Legal Considerations



Recommended Training Guideline

Full-time school nurse available:

It is recommended that 2 hour (at minimum) training sessions per building be done with up to four volunteer TDP at one time.

Training Topics:

Diabetes Basics; Glucagon; Insulin by Syringe/Vial; Hypoglycemia; Insulin by Pump; Blood Glucose Monitoring.

Recommended Training Guideline

Full-time school nurse not available:

It is recommended that 3-4 hour (at minimum) training sessions per building be done with up to four volunteer TDP at one time.

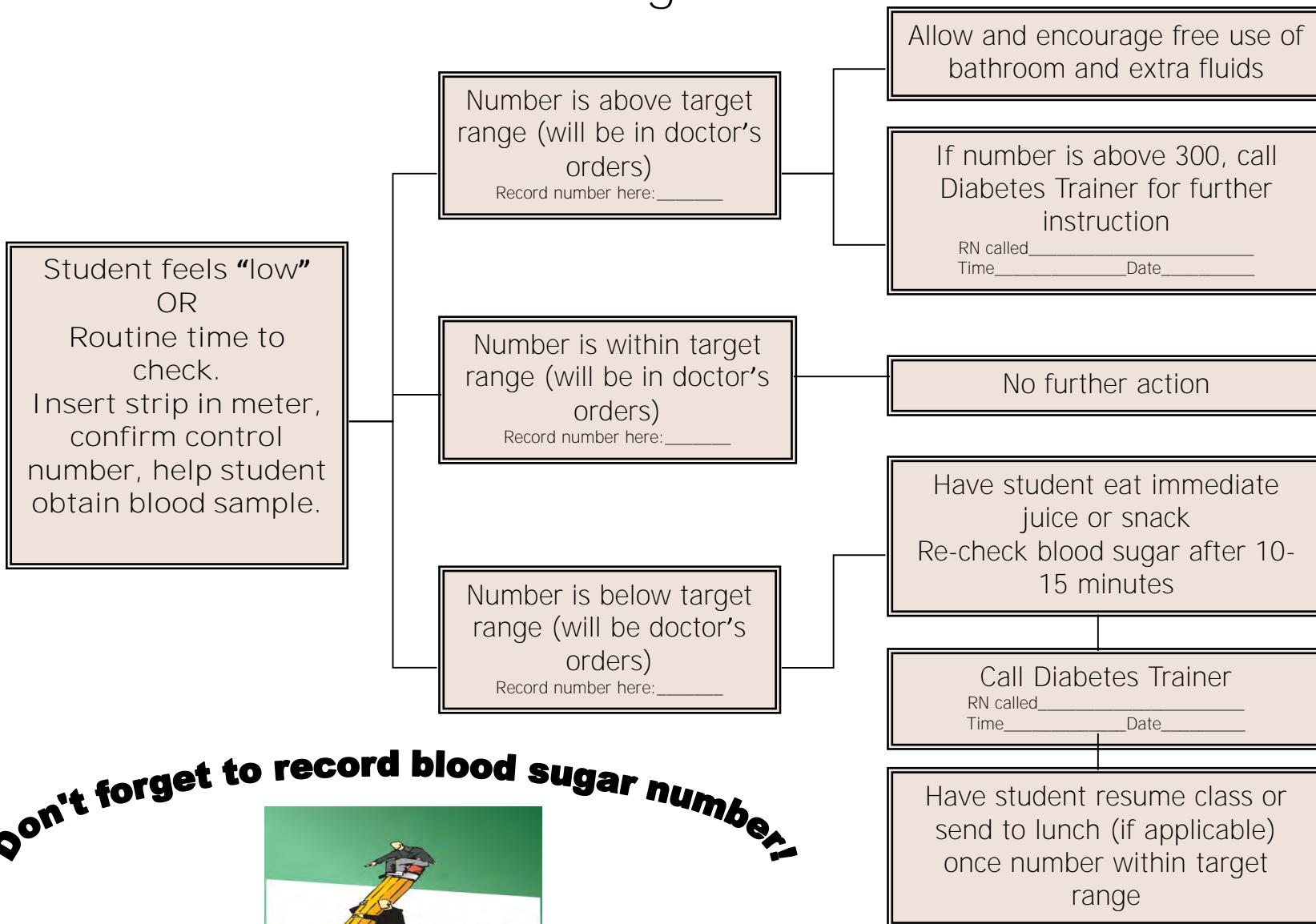
All thirteen of the training modules and corresponding videos should be used.

Provide information to TDPs

- Training binders containing copies of PowerPoint handouts should be distributed
- Completion certificate and documentation of training
- List of phone numbers of trainer and nurse(s) to call for guidance
- Student-specific information
- Protocols



Protocol: check blood sugar



Don't forget to record blood sugar number!



Document training

- **Document, document, document!** This is the number one most essential component to the delegation process.
- A staff training form should be completed and signed by the school nurse to document training.

Provide information for buildings

Provide appropriate buildings that have TDP with a certificate to be prominently displayed in a visible place, recognizing those staff which have been trained in diabetes care tasks in that building.



Periodic review/ skills practice/ train new volunteers

- Nurse should work with district officials to determine an appropriate way to conduct on-going and annual training.
- Skills practice/ Giving Diabetes Care weeks may be considered as an effective way to reinforce learned skills.



- In some situations, it may be beneficial to invite **a diabetes educator or PCP to visit student's school**
- In-person PCP visit may be necessary to train school nurse on intricate or cutting-edge pumps, equipment, or procedures

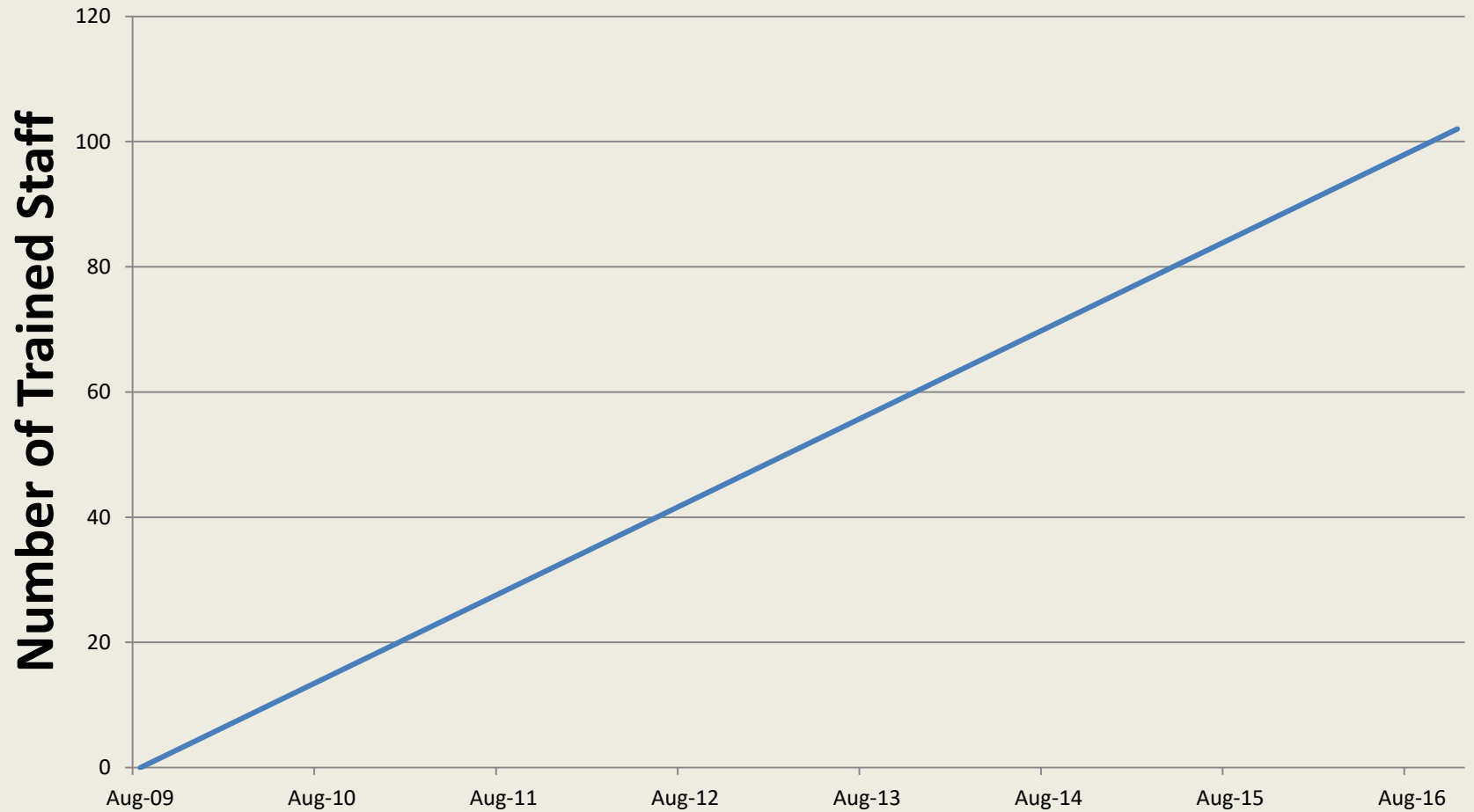


Toolkit Handouts

- Steps for an Effective TDP Training Program
- Protocols
- Sample letter to solicit volunteers
- Sample letter to parent, giving permission for TDP care
- Staff training form
- Completion certificate
- Building posting

Training Process in Pictures

Parkway Trained Diabetes Personnel



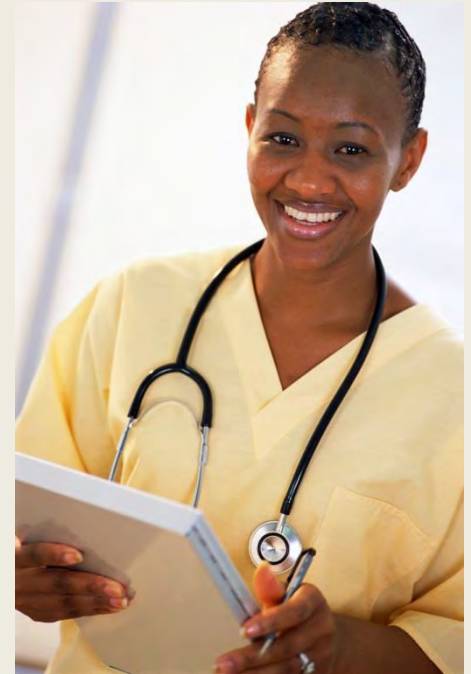
Training Non-Medical Staff





Final thoughts...

Ultimately, the school nurse is the “Health Ambassador” of the school and should expect to provide info, education, and guidance to staff on an ongoing, continual basis



- American Diabetes Association
<http://www.diabetes.org/>
- Juvenile Diabetes Research Foundation
<http://www.jdrf.org/>
- *“Helping the Student with Diabetes Succeed: A Guide for School Personnel”*, National Diabetes Education Program (NDEP)
- *“Legal Issues in School Health Services”* (Schwab & Gelfman)
- *School Nursing: A Comprehensive Text* (Selekman)
- Eagle Book series, Centers for Disease Control and Prevention--CDC <http://wwwn.cdc.gov/pubs/diabetes.aspx>
- NDEP--National Diabetes Education Program
<http://ndep.nih.gov/hcp-businesses-and-schools/Schools.aspx>

- American Association of Diabetes Educators (AADE)
<http://www.aadenet.org/>
- Missouri Dept. of Health & Senior Services
<http://health.mo.gov/warehouse/e-literature.html>
- Local chapter of American Diabetes Association or Juvenile Diabetes Foundation
- Lily Pharmaceuticals- free glucagon training kit –
1-800-545-5979
- Diabetes camps
- County health departments
- Diabetes educators from local health agencies
- Diabetes support groups
- Diabetes/ endocrinology departments of research-based local hospitals

Questions?

