

## PROCEDURE: STUDENTS WITH DIABETES

3418P

To comply with the requirements of the policy for diabetic students in schools, the following will occur.

- A. Orders from a LCHP (licensed health care provider) prescribing within the scope of his/her prescriptive authority for monitoring and treatment of the student with diabetes at school (see HCP orders for Students with Diabetes in Washington State Schools) will be obtained along with a parent-signed form for release of health information.
- B. An Individual health Plan (IHP) for each student with diabetes will be developed to include:
  - Storage of medical equipment and medication provided by the parent.
  - Provisions for students to perform blood glucose tests, administer insulin, treat hypoglycemia and hyperglycemia, and have easy access to necessary supplies and equipment to perform monitoring and treatment functions as specified.
  - The option for students to carry on their persons the necessary supplies and equipment to perform monitoring and treatment functions anywhere on school grounds, including the students' classrooms and at school-sponsored events, where such is agreed upon by the parent, principal, school nurse and the LHCP and its consistent with the safety of all students and staff at the school.
  - The exceptions to school policy necessary to accommodate the students' needs to:
    1. Eat whenever and wherever necessary
    2. Have easy, unrestricted access to water and bathroom use
    3. Participate in parties at school when food is served with appropriate provisions
    4. Eat meals and snacks on time
    5. Any other necessary exceptions
  - The assurance that school meals will not be withheld because of nonpayment of fees or disciplinary actions.
  - The inclusion of a description of school day schedules for timing of meals, snacks, blood sugar testing, insulin injections and related activities.
- C. The IHP and/or Emergency Action Plan will be distributed to appropriate staff based on the student's needs and staff level of contact with the student.
- D. Parent-Designated Adult: A PDA is "a volunteer, who may be a school district employee, who receives additional training from a health care professional or expert in diabetic care selected by the parents, and who

provides care for the child consistent with the individual health plan.” The PDA shall:

- Voluntarily submit to the district a written, current and unexpired letter of intent. This letter must state the volunteer’s willingness to be a PDA and must be submitted at least annually.
- Schedule an appointment with the school nurse and parent to share the student’s IHP.
- Attend the school district training offered for staff directly involved in care of student with diabetes. The PDA, if not a district employee, may provide documentation of comparable training in lieu of attending district training.
- Receive additional training from a health care professional or expert in diabetes care, selected by the parent, for the additional care the parents have authorized the PDA to provide, which is included in the student’s IHP. Documentation of the required additional training that all PDA’s must receive for the additional care the PDA may provide as authorized by the parent, such as insulin or glucagon injections and blood glucose monitoring procedures, will be maintained in the student’s health record.
- Deliver care consistent with the IHP.

If a PDA is a school employee, the district will keep on file a voluntarily written, current and unexpired letter of intent from the employee to act as a PDA. This letter must be filed without coercion from the district. Additionally, the letter will state the employee’s willingness to be a volunteer PDA. School district employees may not be subject to any reprisal or disciplinary action for refusing to act as a PDA.

A school district, school district employee, agent, or PDA shall not be liable in a criminal action or for civil damages if he or she:

- Acts in good faith,
- Acts in substantial compliance with the student’s IHP and the instructions of the student’s LHCP, and
- Provides assistance or services as outlined in ESSB 6641.

RNs may not delegate procedures such as blood glucose monitoring and insulin injections to unlicensed staff. The RN or other designated licensed professional is therefore not responsible for the supervision of the PDA for those procedures that cannot be delegated and are authorized by the parent for the PDA to provide.

- E. To ensure a safe, therapeutic learning environment, the school district board of directors designates the Director of Student and Staff Support or designated school nurses, licensed under Chapter 18.79 RCW to:
- Consult and coordinate with the student’s parents and LHCP, and

- Train and supervise the appropriate school district personnel in proper procedures for care of students with diabetes.
- F. The district will provide inservice training for appropriate school staff in symptoms, treatment and monitoring of diabetes and related skills following the uniform policy developed jointly by OSPI and the Department of Health.
- G. Parents are key partners in providing for the safety and health of their children during the school day. In order to fully implement the procedure, parents should:
- Participate in development of the IHP.
  - Coordinate and consult with the district designated school nurse.
  - Provide a current signed consent to exchange information with the child's health care provider.
  - Provide written requests and instructions to the district.
  - Provide orders from a LHCP prescribing within the scope of their prescriptive authority for monitoring and treatment at school.
  - Provide written authorization for a PDA to provide additional care, specifying the additional care so authorized. This may include blood glucose testing and injections.
  - Coordinate with the school nurse to ensure that the additional care authorized for the PDA to provide consistent with the child's IHP.
  - Provide medical equipment, medication, supplies, and snacks per the IHP.

References:	OSPI Bulletin No. 61-02 LATS – September 18, 2002	
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