Student's Name_____ Date of Birth:_____
School:_____ Grade:_____ Homeroom Teacher:_____
Effective Date for Plan:_____ to _____ Bus # / Transportation_____

DIABETES CARE PLAN

PARENT/GUARDIAN RESPONSIBILITIES

Instructions: Give to parent/guardian to read and sign. One signed copy to be kept by parent and one kept with student's diabetes care plan.

The parent/guardian will provide the school with a written request for a Diabetes Care Plan and will work with student's health care provider and school personnel in preparing the Diabetes Care Plan. The parent/guardian will provide the school with the following materials, equipment, and information needed for student's diabetes care.

1. Diabetes Care Plan

- Obtain a blank "Health Care Provider Order and Care Plan for Student's with Diabetes" and work with health care provider and school personnel to complete the form with the information needed to take care of your child's diabetes at school. **A new plan must be completed and filed before the start of each school year to ensure that the student receives appropriate diabetes care at school.**

- Return the completed plan with medication authorizations as soon as possible. Without this document, school personnel will be limited in the help that they can provide. The student, parent/guardian, or 911 responders (in the event of an emergency) may have to assume responsibility for diabetes care until these documents are signed and returned to the school and the diabetes care plan can be implemented.

- Provide school with diabetes supplies and snacks needed for student's care, and supply batteries and phone chargers for use of own Dexcom/continuous glucose monitor.

2. Emergency phone numbers for the parent/guardian and student's diabetes care team

- Provide school staff with names and phone numbers of appropriate individuals to contact for routine care and emergencies. Update contact numbers if they change during the school year. Parents/guardians will be required to pick up their student if the school determines that the student's blood glucose level is too high to be safely managed in the school setting.

3. Blood Sugar testing supplies/FDA approved Dexcom/Continuous Glucose Monitor

- Parent/guardian is responsible for the maintenance of all blood sugar testing equipment (i.e: calibration, cleaning and performing controlled testing per the manufacturer's instructions).

- Provide written instructions about student's blood sugar testing schedule and assistance needed. Change lancets at home to decrease the risk of needle sticks at school.

- Provide school with a written order from the student's health care provider that they may use a FDA approved Dexcom/Continuous Glucose Monitor (CGM) device that allows replacement of finger stick blood glucose testing for diabetes treatment decisions.

- Provide extra blood sugar testing equipment, lancets, and strips in the event the Dexcom/CGM comes out. Dexcom/CGM site replacements are not done by the school nurse or staff.

4. Insulin administration supplies and back-up supplies for insulin pump users, if needed

- Provide written instructions about student's insulin requirements and assistance needed.

- Provide extra pump site dressings that MUST be done by either the student, or the student's parent. Site dressing changes are not done by the school nurse or staff.

- Provide extra insulin Pods that must be changed by either the student, or the student's parent. Pod changes are not done by the school nurse or staff.

5. Ketone testing supplies to check blood or urine, if needed

- Provide written instructions on care to be given if ketones are present

6. Supplies and instructions about treating low blood sugar (hypoglycemia) and high blood sugar (hyperglycemia)

- Provide written instructions about how to manage student's low or high blood sugar levels.

- Provide snacks, a source of fast sugar, and a glucagon emergency kit and replenish as these are depleted.

- It is recommended that parents provide student with medic alert identification and encourage student to wear medic alert ID at school.

7. Off campus/extra curricular activities

- Provide school nurse with information regarding student's extracurricular activities, such as athletics, clubs or other school-sponsored events.

8. Information about the student's meal/snack schedule

- Work with the school to coordinate this schedule with that of other students to the safest extent possible.

- Provide instructions for food during school parties and other activities.

- Provide snacks that can be used to prevent or correct low blood sugars.
- Provide information about preferred foods and foods to avoid.

9. Information about diabetes and the performance of diabetes-related tasks

- Provide general diabetes information, as well as information specific to the student.

10. Replacement supplies needed for diabetes care

- Check diabetes supplies and snacks on hand at school on a regular basis.
- Provide additional supplies before existing ones run out.

11. Information about changes in student's health status or medical management

- Provide school staff with updates involving student's condition or diabetes care as soon as possible.
- A new diabetes care plan may have to be completed and filed, depending on changes.

12. Note signed by student's health care provider to obtain an excused absence for health care appointments

- Follow up with teacher(s) to obtain make-up assignments for excused absences.
- Make sure that student completes missed work within the time frame allowed by school policy or that has been negotiated with the teacher.

_____ _____

Parent/Guardian Signature **Date** **Date Received**

One copy to be kept by parent/guardian **One copy to be kept with student's diabetics care plan**