First meeting with the family – checklist on things to cover (adapted from OSPI’s 2018 “Guidelines for Care of Students with Diabetes” manual <http://www.k12.wa.us/healthservices/pubdocs/diabetes/DiabetesManual-ADA.pdf>

**Checking in:**

Check in – how is the family doing with diabetes management? Are they looking for resources? What are their main goals/concerns/questions? What are their hardships and/or triumphs? (Did they change schools, up all night, barriers with insurance, medication, etc.)

Consider identifying goals for school - per OSPI (Office of Superintendent of Public Instruction) Goals of Diabetes Management for Children:

1. To promote normal childhood/adolescent growth and development
2. To promote healthy emotional well-being
3. To maintain a balance between insulin, food, and exercise

How comfortable is the family feeling with care? Technology? Pens? Carb counting?

How is the student coping with diagnosis?

What are we expecting the student to do? What has the family been doing? How “checked into” diabetes care is the student? (Will the student check own blood sugar, interested in carb counting, insulin injection, etc.)

Talk about the honeymoon phase.

**Supplies:**

give parent/family list of needed supplies at school

ask parent to sign Release of Information (SCH has a specific form)

Disaster prep – 72-hour supply of snacks and medication?

Diabetes logbook from home to school if agreed upon

How will supplies get from home to school?

Will a meter be left at school?

Will the student drop off his or her kit every morning?

Will the student be responsible for carrying the kit all the time?

Snacks stored in classes-PE/Recess or classes farther from central location. Possibly on the student?

**School plans:**

Ask family about before and after school plans – does the student ride the bus? Go to an after-school program? Walk home alone?

Make a plan for exercise (PE, dance, sports practice, etc.).

Will the student be bringing lunch from home or school lunch? If home lunch, can you provide carb count? Is the student a reliable eater? Plan accordingly.

About how many carbs for lows? For exercise? Every student is different…

Make a schedule/parameters. Go over it with the parent and/or student. (This is when you will come see me or I will come see you.)

Explain your plan for when you will contact the parent; when you will not. Establish a communication routine and ensure it is on ECP.

PDA plan. Explain role of PDA. Has the school or parent identified a PDA? Provide paperwork.

Field trips (is a parent able to attend most field trips, plan for PDA, independent care?)

Go over health plan

Discuss the need for an academic 504 plan. Reach out to building 504 coordinator

Teacher/staff education (including emergency supplies/snacks in all classrooms – teachers, gym, library, recess monitors, etc. Signs and symptoms of hyper/hypoglycemia, ideally during all-staff meeting)

**Resources:**

Is there another family with T1D willing to connect? Camp Leo, family camp, JDRF, Benaroya Research Institute, etc.

* BeyondType1: <https://beyondtype1.org/school/>
  + Secondary schools: <https://beyondtype1.org/high-school/> - includes resources about drugs and alcohol and T1D, depression, driving, caffeine, birth control, etc.
* OSPI Manual for the Care of the Student with Diabetes – FAQs are good for families
* ADA Position Statement: Diabetes Care in the School and Day Care Setting <https://www.joslin.org/2014_ADA_Diabetes_Care_in_the_School_Setting.pdf>
* AADE Position Statement: Management of Children with Diabetes in the School Setting <https://www.diabeteseducator.org/docs/default-source/practice/practice-resources/position-statements/diabetes-in-the-school-setting-position-statement_final.pdf?sfvrsn=4>