DIABETES MEDICAL MANAGEMENT PLAN

School Year: 2019-2020

Student's Name:			_ Date of Birth:
Parent/Guardian:	Phone at Home:	Work:	Cell/Pager:
Parent/Guardian:	Phone at Home:	Work:	_ Cell/Pager:
Other emergency contact:	Pho	ne #:	Relationship:
Insurance Carrier:	Pref	erred Hospital:	
		w/high BG □ 2 ho	
INSULIN ADMINISTRATION:			
Insulin delivery system: ☐ Syringe or	☐ Pen or ☐ Pump	Insulin type: □Hu	malog or □Novolog or □Apidra
MEAL INSULIN: (Best if given right befor	e eating. For small children, ca	an give within 15-30 minutes of	the first bite of food-or right after meal)
☐ Insulin to Carbohydrate Ratio: Breakfast: 1 unit per Lunch: 1 unit per	grams carbohydrate grams carbohydrate	☐ Fixed Dose per mea Breakfast: Give t Lunch: Give	al: units/Eat grams of carbohydrate units/Eat grams of carbohydrate
CORRECTION INSULIN: (For high block	od sugar. Add before MEAL IN	SULIN to CORRECTION INSU	LIN for TOTAL INSULIN dose.)
☐ Use the following correction forr For pre-meal blood sugar over _ (BG) ÷ = extra u		BG from BG from BG from	to = units > = units
SNACK: A snack will be provided each Carbohydrate coverage only for		□ No coverage for □ 1 unit per □ Fixed snack dos	
PARENTAL AUTHORIZATION to Adjust In	nsulin Dose:		
	orized to increase or decrease s of carbohydrate, +/	insulin-to-carb ratio within the for	ollowing range:
	•	-	ng range: +/units of insulin
· · · · · · · · · · · · · · · · · · ·			wing range: +/units of insulin
MANAGEMENT OF LOW BLOOD GLU	COSE:		
MILD low sugar: Alert and cooperative stu	T.	SEVEDE low sugar: 1 o	oss of consciousness or seizure
✓ Never leave student alone	dent (BO below)	☑ Call 911. Open airwa	
☑ Give 15 grams glucose; recheck in 1			//SubQ □ ☑ 0.50mg
 ☑ If BG remains below 70, retreat and ☑ Notify parent if not resolved ☐ If no meal is scheduled in the next hadditional snack with carbohydrate, 	our, provide an	"suspend" or stop mo	isulin pump, stop pump by placing in ode, disconnecting at pigtail or clip, attached pump. If pump was EMS to hospital.
MANAGEMENT OF HIGH BLOOD GLU ☐ Sugar-free fluids/frequent bathro ☐ If BG is greater than 300 and it's ☐ If BG is greater than 300 and it's ☐ If BG is greater than, o ☐ Child should be allowed to stay	oom privileges. s been 2 hours since last of the second speed and the second speed and the second se	dose, give FULL correction parent if ketones are prese	n formula noted above. ent.
MANAGEMENT DURING PHYSICAL A Student shall have easy access to fast-act should NOT exercise if blood glucose level Check blood sugar right before p If BG is less than mg/dl, e Student may disconnect insulin For new activities: Check blood A snack is required prior to parti	CTIVITY: ting carbohydrates, snacks, s are below mg/dl or only sical education to determ to the seat 15-45 grams carbohyd pump for 1 hour or decreasing sugar before and after expenses.	, and blood glucose monitor rabove 300 mg/dl and urine ermine need for additional strate before, depending on ase basal rate by sercise only until a pattern	ring equipment during activities. Child contains moderate or large ketones. snack. intensity and length of exercise.
SIGNATURE of AUTHORIZED PRESCRIBER (Date: _	page 1 of 2

Student's Name:			Da	te of Birth:	
a. Loss of consciousness or seb. Blood sugars in excess of 30	izure (convulsion 00 mg/dl, <u>when</u> k	n) immediately at ketones present.	nable to reach parent, call diabetes fter calling 911 and administering glucathing, altered level of consciousness	cagon.	e.)
SPECIAL MANAGEMENT OF I	NSULIN PUMP:				
☐ Contact Parent in event • Student must give insulii • Corrective measures do	n injection • Stude	ent has to change s	 Detachment of dressing / infusion set ou site Soreness or redness at site age within hrs. 	it of place • Lea	kage of insulin
☐ Parents will provide extra	a supplies includ	ling infusion sets	, reservoirs, batteries, pump insulin, a	nd syringes.	
This student requires ass Nurse or Trained Diabete following aspects of diab	s Personnel v	vith the	This student may independe following aspects of diabete		
 □ Monitor and record blood glucose levels ☑ Respond to elevated or low blood glucose levels ☑ Administer glucagon when required □ Calculate and give insulin Injections □ Administer oral medication □ Monitor blood or urine ketones □ Follow instructions regarding meals and snacks □ Follow instructions as related to physical activity □ Respond to CGM alarms by checking blood glucose with glucose meter. Treat using Management plan on page 1. □ Insulin pump management: administer insulin, inspect infusion site, contact parent for problems □ Provide other specified assistance: 		Monitor blood glucose: in the classroom in the designated clinic office in any area of school and at any school related event Monitor urine or blood ketones Calculate and give own injections Calculate and give own injections with supervision Treat hypoglycemia (low blood sugar) Treat hyperglycemia (elevated blood sugar) Carry supplies for blood glucose monitoring Carry supplies for insulin administration Determine own snack/meal content Manage insulin pump Replace insulin pump infusion set Manage CGM		rvision	
LOCATION OF SUPPLIES/EQUESTION WILL BE COMPLETED TO SUPPLIES AND ADDRESS OF THE COMPLETED BY THE BY THE COMPLETED BY THE BY THE COMPLETED BY THE B			restock all supplies, snacks and low blood	sugar treatment	supplies.)
	Clinic room V	Vith student		Clinic room	With student
Blood glucose equipment			Glucagon kit		
Insulin administration supplies Ketone supplies			Glucose gel Juice /low blood glucose snacks		
SIGNATURE of AUTHORIZED Authorized Prescriber: MD, NP, PA	must be implem PRESCRIBER:	ented within stat	e laws and regulations. This authoriz	ation is <u>valid fo</u> TE:	
Name of Authorized Prescribe Address:	r:				
Phone:					
SIGNATURES					
understand that the school is no I give permission for school pers	es Personnel with the responsible for sonnel to contact	thin the school, r damage, loss of t my child's diabe	erstand that all treatments and proce or by EMS in the event of loss of c of equipment, or expenses utilized in t etes provider for guidance and recom- is document serves as the Diabete	onsciousness hese treatmen mendations. I	or seizure. I also ts and procedures have reviewed thi
PARENT/GAURDIAN SIGNATU	IRE:		DA	ATE:	
SCHOOL NILIDSE SIGNATURE			DA	\TE·	

DIABETES EMERGENCY: Seizure or Unconscious

- 1. Don't panic
- 2. Has 911 been called?
- 3. Have the parents been called?
- 4. If convulsions, protect head! DO NOT PUT ANYTHING IN MOUTH!!!!!
- 5. Prepare Glucagon (Only persons designated by parents)
 - A. Remove flip-off seal from bottle of glucagon.
 - B. Remove needle protector from syringe, and inject the entire contents of the syringe into the bottle of glucagon. (Do not remove plastic clip from syringe.)
 - C. Remove syringe from bottle
 - D. Swirl bottle gently until glucagon dissolves completely. (GLUCAGON SHOULD NOT BE USED UNLESS THE SOLUTION IS CLEAR AND OF A WATER-LIKE CONSISTENCY.)
- 6. Inject Glucagon (Only persons designated by parents)
 - A. Using the same syringe, hold bottle upside down and gently withdraw the amount prescribed by the physician.
 - B. Cleanse upper outer thigh with alcohol swab.
 - C. Insert needle into the muscle and completely inject all of the solution. (THERE IS NO DANGER OF OVERDOSE!)
 - D. Apply light pressure at the injection site and withdraw the needle.
 - E. Turn the patient to his/her side. When an unconscious person awakens, he/she may vomit. Turning the patient to his/her side prevents choking.
- 7. HE/SHE SHOULD AWAKEN WITHIN 15 MINUTES OF INJECTING GLUCAGON. If not, he/she could be unconscious due to severe high blood sugar, which requires medical attention immediately!
- 8. Feed the patient as soon as he/she awakens and IS ABLE TO SWALLOW. Foods to give:

Other instructions:	
Parent/Guardian Signature	Date
Contact Numbers	
Physician Signature	Date
Printed Physician Name	Phone
List of Persons trained to give Glucagon:	
1.	
2.	
3.	
I give permission for the above persons to administer gluca seizure or becomes unconscious.	agon to my child, who is diabetic, in the even that he/she has a
Parent Signature	Date
Printed Physician's Name	Phone
Physician's Signature	Date

	NT WEARING AN INSULIN PUMP AT SCHOOL 19-2020			
Student's Name: Date	of Birth: Pump Brand/Model:			
Pump Resource Person: Phone/ Be	eper (See diabetes care plan for parent phone #)			
Blood Glucose Target Range: Pump Insu	lin: Humalog □ Regular □			
Insulin Correction Factor for Blood Glucose Over Target:				
Insulin Carbohydrate Ratios:(Student to receive insulin bolus for carbohydrate intake immediately before the control of	minutes before eating. Circle appropriate interval)			
Location of Extra Pump Supplies	Till till till till till till till till			
☐ INDEPENDENT MANAGEMENT				
This student has been trained to independently perform routine pump ma	nagement and to troubleshoot problems including but not limited to:			
Giving boluses of insulin for both correction of blood glucose above to	arget range and for food consumption.			
 Changing of insulin infusion sets using universal precautions. 				
 Switching to injections should there be a pump malfunction. 				
Parents will provide extra supplies to include infusion sets, reservoirs, bar	teries, pump insulin and syringes.			
\square NON-INDEPENDENT MANAGEMENT (Child Lock On? Yes \square Nol	•			
Because of young age or other factors, this student cannot independently				
 Insulin for meals and snacks will be given and verified as follows: 				
Insulin for correction of blood glucose over will be give an will be give	nd verified as follows:			
□ Pump alarms / malfunctions □ Corrective measures do □ Soreness or redness at site □ Student has to change sit □ Detachment of dressing / infusion set our of place □ Leakage of insulin □ Student must give insulin injection □ Other: □ □	not return blood glucose to target range within hrs.			
MANAGEMENT OF HIGH / VERY HIGH BLOOD GLUCOSE: Refer to p	nrevious sections and to basic Diabetes Care Plan			
MANAGEMENT OF LOW BLOOD GLUCOSE Follow instructions in bas	ic Diabetes Care Plan, but in addition:			
If low blood glucose recurs without explanation, notify parent / diabetes p	rovider for potential instructions to suspend pump.			
If seizure or unresponsiveness occurs:				
1. Give Glucagon and / or glucose gel (See basic Diabetes Health Plan)				
2. CALL 911				
3. Notify Parent				
4. Stop insulin pump by:				
☐ Placing in "Suspend" or stop mode				
☐ Disconnecting at pigtail or clip				
☐ Cutting tubing				
5. If pump was removed, send with EMS to hospital.				
COMMENTS:				
Effective Dates: From:	To:			
Parent's Signature:	Date:			
School Nurse's Signature:	Date:			
Diabetes Care Provider Signature: Date:				

AUTHERIZATION FOR STUDENTS TO CARRY A PRESCRIPTION LABELED INHALER, EPINEPHARINE AUTO INJECTOR, INSULIN, GLUCAGON, DIABETIC SUPPLIES, EMERGENCY SEIZURE MEDICATION, OR OTHER APPROVED MEDICATION. 20 19 - 20 20

EACH MEDICATION WILL REQUIRE A PRESCRIPTION LABEL ATTACHED TO THE ACTUAL MEDICATION OR CONTAINER

SNIAINLK
ry the following prescription labeled inhaler, es, and/ored student has been instructed in the ow to administer this medication.
epinephrine auto injector, additional medication be kept in the school **ASK your pharmacist to make school, for home, and for the one you
Date:
Phone:
Date:
iption labeled medication and fully other student to use my medication ald another student use my prescription, d. I also accept responsibility for cation.
Date:
whom I have legal guardianship, be allowed:
ation be lost, given to, or taken by student. ivilege of carrying the medication may be bloyees of any legal responsibility when the
n medication.
Date:



REQUEST FOR ADMINISTRATION OF MEDICATION 20 19 - 20 20

**ASK your pharmacist to make a separate prescription labeled bottle, and/or additional labels for each device of your inhaler, epinephrine auto injector, additional insulin, Glucagon or other prescribed medication for school, home, and for the one you carry. It is preferable that a second prescription device be kept at the school in case the first is lost or left at home.

If medications can be given at home or after school hours, please do so. However, if medication administration is absolutely necessary to be given during school hours, this form must be completed.

Permission is hereby granted to the local school principal or his/her designee to supervise my child in taking the following prescribed medication.

I hereby release and discharge the Fulton Science Academy and its employees and officials from any and all liability in case of accident or any other mishap in supervising said medication due to any side effects, illness, or other injury which might occur to my child through supervising said medication. I hereby release aforementioned officials from any liability because of any injury or damage which might occur.

I give the above-mentioned personnel permission to contact my child's health care provider and/or pharmacy to acquire medical information concerning my child's diagnosis, medication, and other treatment(s) required.

I understand that: All medications, herbals, and supplement must be approved by the U.S. Food and Drug Administration and appear in the U.S. Pharmacopeia

- Medications must be in the original container.
- Parent/Guardian must provide specific instructions (including drugs and related equipment) to the principal or his/her designee.
- It will be the responsibility of the parent/guardian to inform the school of any changes in pertinent data. New medications will not be given unless a new form is completed.
- All medication will be taken directly to the office by the parent or guardian. Students may not have medication in their possession, except with a physician's request or a physician's order on a Fulton Science Academy care plan.
- Students who violate these rules will be in violation of the Alcohol/Illegal Drug Use Policy (JCDAC).
- A daily record shall be kept on each medication administered. This record will include student's name, date, medication administered, time, and signature of school personnel who supervised.
- MEDICATIONS MUST BE PICKED UP BY PARENT/GUARDIAN. Any medication not picked up from
 the school by the end of the last school day of the year will be considered abandoned. Abandoned
 medication will be properly discarded in accordance with local, state, and federal laws/rules by the
 school nurse and an administrator.

NAME OF STUDE	NT		BIRTHDATE		GRADE
SCHOOL Fulton	Science Ac	ademy Private S	School		
MEDICATION In	sulin:	-	Amount to give	TIM	E to give
ALLERGIES					-
PHYSICIAN'S NA	ME		PHYSICIAN'S PH	ONE	
Doctor Office Nar				FAX	
		STATEMENT	OF PARENT OR GUARDIAN		
I hereby give my p	ermission f	or my child to re	ceive this medication at school		
, 5		•			
SIGNATURE OF P	PARENT/G	UARDIAN		DAT	Έ
PHONE					
defined in Artic	cle 2 of the Pepto B	Medical Practi ismol or ointm	erm medications (more than t ice Act of Georgia ***Medicat ents MUST have a doctor's s ATION	ion that coi ignature	ntains Aspirin,
			N		
OTHER MEDICAT					
				DATE	
	_				
Date received:	#	Initial	Expiration Date:		
Date received: Picked up Date:	#	Initial Initial	Expiration Date: Disposed of date:	#	 Initial



REQUEST FOR ADMINISTRATION OF MEDICATION 20 19 - 20 20

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 the school by the end of the last school day of the year will be considered abandoned. Abandoned
 medication will be properly discarded in accordance with local, state, and federal laws/rules by the
 school nurse and an administrator.

NAME OF STUDE	NT		BIRTHDATE_		GRADE
SCHOOL Fulton	Science Ac	ademy Private	School		
MEDICATION Glu				TIMI	E to give
ALLERGIES					-
PHYSICIAN'S NAI	ME		PHYSICIAN'S PH	ONE	
Doctor Office Nan				FAX	
		STATEMENT	OF PARENT OR GUARDIAN	-	
I hereby give my po	ermission f	or my child to re	eceive this medication at school.		
		•			
SIGNATURE OF P	ARENT/G	UARDIAN		DAT	Έ
DHONE					
To be completed	d by Physi le 2 of the	cian for long-t Medical Pract	erm medications (more than to tice Act of Georgia ***Medication tents MUST have a doctor's sig	on that cor	
CONDITION/ILLNI	ESS REQU	JIRING MEDICA	ATION		
POSSIBLE SIDE E	EFFECTS (OF MEDICATIO	ON		
OTHER MEDICAT	ION STUD	ENT IS TAKIN	G		
PHYSICIAN'S SIG	NATURE_			DATE	
		•		- '-	
	ш	Initial	Expiration Date:		
Date received:	#		Expiration Date:		
Date received: Picked up Date:	# #	<u>Initial</u> Initial	Expiration Date: Disposed of date:	#	 Initial

DIABETIC SUPPLY SHEET

Dear Parents/Guardians:

on.

Your student needs the following supplies. Please send in as soon as possible. Remember to check the expiration dates of all supplies.

SNACKS:	
FAST ACTING	COMPLEX SNACKS
	No Peanut Butter due to Student Allergies
☐ Glucose tabs	☐ Cheese crackers
☐ Glucose gel/icing	☐ Other
☐ Other	
INSULIN SUPPLIES:	☐ Ketone Strips
☐ Syringes/pen and needles	
☐ Insulin (once opened, insulin s	should be used within one month)
☐ Alcohol wipes	
PUMP SUPPLIES:	
☐ Infusion sets	
☐ Sof-serter/inserting device	
□ Reservoirs	
□ Batteries	
□ Other	
GLUCOMETER SUPPLIES:	
☐ Glucometer	
☐ Lancets	
☐ Alcohol wipes	
☐ Glucose test strips	
☐ Batteries	
GLUCAGON	
Expires on	
COMMENTS:	
☐ Please put all the supplies in a shoe bo	ox size plastic container with your child's name

Back to School with Diabetes

Use this checklist to ensure a safe return to school.



- ☐ Make an Endocrinologist appointment:
 - o Refill Prescriptions (ex.- Glucagon)
 - o Update the Diabetes Medical Management Plan (DMMP)
 - o Discuss your child's readiness to carry supplies and perform his/her own care.
- ☐ Plan a meeting for those involved in your child's care at school.
 - o School Nurse (or clinic aid/trained personnel)
 - o Principal, Teachers, Coaches, and P.E. Staff
 - o School Bus Driver
 - o After School Staff if child participates in extracurricular activities
- □ Topics for discussion at school meeting:
 - o Diabetes Medical Management Plan (DMMP) Review
 - o Daily schedule Breakfast? Lunch? Dismissal? Afterschool Activities?
 - WHO will supervise? Is Self-care involved?
 - WHERE and WHEN will Blood sugar monitoring and insulin administration be performed?
 - o Communication between school and parent.
 - Reporting blood sugars and doses of insulin. Daily? Weekly?
 - Class parties with unexpected snacks
 - Field trips
 - Home Concerns:

Any observed patterns of highs/lows? Was AM insulin given?

- o 504 plan (if applicable)
- ☐ Gather diabetes supplies for school:
 - Blood sugar meter, logbook, test strips, lancets, lancing device, and control solution
 - o Insulin (vials or pens), syringes or pen needles, alcohol swabs
 - Ketone test strips
 - Low blood sugar treatment (glucose tablets, juice boxes, glucose gel, Glucagon kit)
 - o Extra snacks for P.E. or recess
 - Extra insulin pump supplies (reservoirs/cartridges, infusion sets, batteries, insulin, syringes or pens as a backup)
 - o Most supplies have expiration dates and will need to be replenished:
 - Insulin (vials or pens)- expire one month after opening
 - Ketone strips- expire 6 months after opening
 - Control solution- expires 3 months after opening
 - *Glucagon- expires after 1 year*
 - o Keep enough supplies to last at least 72 hours in case of an emergency.
 - Even if your child is carrying his/her own supplies, keep back-up supplies in the school clinic
- ☐ Keep a list of current phone numbers where you or another caregiver may be reached.
- ☐ Obtain a medical alert tag for your child to wear while at school (bracelet, necklace, shoelace, or backpack)