



## Polk County Public Schools' Health Services

### Diabetes Medical Management Plan for School Year 20\_\_\_\_ - 20\_\_\_\_ Revised 04-27-2021

**1. DEMOGRAPHIC INFORMATION ---PARENT TO COMPLETE**

Student's Name: _____		DOB: _____	Diabetes Type: _____
Date Diagnosed: <small>Click or tap to enter a date.</small> (or fill in here: _____)		Year: _____	
School: _____		Grade: _____	Home Room: _____
Parent/Guardian #1: _____	Home #: _____	Cell #: _____	Work #: _____
Parent/Guardian #2: _____	Home #: _____	Cell #: _____	Work #: _____
Parent/Guardian's E-mail Address: _____			
Diabetes Healthcare Provider: _____ Phone: _____ Fax: _____			

2. STUDENT SELF-MANAGEMENT SKILLS PARENT TO COMPLETE	Dependent-Care (Requires Assistance)	Needs Supervision <small>Student will perform the tasks with the supervision of the nurse.</small>	Self-Care <small>(Requires no supervision for routine tasks)</small>
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Performs and Interprets Blood Glucose Tests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management of High/Low Blood Glucose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carries, Maintains, and Uses Diabetes Supplies as Needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Calculates Carbohydrate Grams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Determines Insulin Dose for Carbohydrate Intake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Determines Dose and Timing of Correction Insulin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Dependent-Care:** Student needs assistance and supervision by trained staff.

**Needs Supervision:** Student will perform the tasks with the supervision of the nurse.

**Self-Care:** Student is able to perform the diabetes care without help or supervision. Student may provide this self-care at any time and in any location at the school, on field trips, at sites of extracurricular activities, and on school bus. Support is provided upon request and as needed.

**\*Parent is responsible** for providing diabetes supplies and food prescribed in the DMMP. If diabetes care is required during a school-sponsored activity after regular school hours, the parent is responsible for obtaining an updated DMMP for the activity.

**3. TESTING BLOOD GLUCOSE AT SCHOOL and CONTINUOUS GLUCOSE MONITORING – PARENT TO COMPLETE**

▶ School Start Time: \_\_\_\_\_ School End Time: \_\_\_\_\_  Walker/Bike Rider  Car Rider  Bus Rider  Other: \_\_\_\_\_

▶ Test Blood Glucose as needed for signs/symptoms of high/low blood glucose and:

Before Breakfast: Breakfast Time: \_\_\_\_\_  Before Lunch: Lunch Time: \_\_\_\_\_  Before PE: PE Time: \_\_\_\_\_  Other: \_\_\_\_\_

▶ Notify parent if blood glucose is below \_\_\_\_\_ mg/dl or above \_\_\_\_\_ mg/dl.

**Continuous Blood Glucose Monitor (CGM):**  N/A  Yes, Brand/Model \_\_\_\_\_

Low Alarm \_\_\_\_\_mg/dl Repeat Low Alarm \_\_\_\_\_ minutes High Alarm \_\_\_\_\_mg/dl Repeat High Alarm \_\_\_\_\_minutes

CGM is remotely monitored by parent. School clinic staff to assist student with alarms as needed.

**Sensor readings can be used to deliver insulin unless there are 2 up or down trend arrows or student presents with signs/symptoms of high/low blood glucose regardless of CGM value. Confirm CGM sensor glucose with BG check if this occurs.**

Do not use CGM for dosing; use finger stick if blood glucose is below \_\_\_\_\_ or above \_\_\_\_\_.

Notify parent if CGM site is painful, draining/bleeding, inflamed, or irritated

**Does student recognize signs of LOW blood glucose?**  Yes  No

▶ Students' Usual Signs and Symptoms:  Weak/Shaky  Irritable  Confused  Other: \_\_\_\_\_

**Does student recognize signs of HIGH blood glucose?**  Yes  No

▶ Students' Usual Signs and Symptoms:  Increased Thirst and/or Urination  Stomachache  Nausea/Vomiting  Other: \_\_\_\_\_

#### 4. LOW BLOOD GLUCOSE MANAGEMENT--- HEALTHCARE PROVIDER TO COMPLETE

##### Management of Low Blood Glucose below \_\_\_\_\_ mg/dL (or below 70 mg/dL if not specified)

1. Check ketones if student complains of any illness, stomachache, or nausea/vomiting. If positive, see "Management of Ketones" Section 6 below.
2. **If student is awake and able to swallow**, give \_\_\_\_\_ grams of fast-acting carbohydrates (or 15 grams if not specified, such as 4 oz. fruit juice, 3-4 glucose tablets, regular soda, milk, or 15 gm tube of glucose gel)
3. Recheck blood glucose every 15 minutes and re-treat until blood glucose is over \_\_\_\_\_ mg/dL (or 80 mg/dL if not specified).
4. Treat with 15 grams of solid carbs or follow with scheduled meal once blood sugar is over \_\_\_\_\_ mg/dL.
5. Delay exercise if blood glucose is below \_\_\_\_\_ mg/dL (or 100 mg/dL if not specified).
6. Notify parent. See "Testing Blood Glucose at School" Section 3 above.

**If student is unconscious or having a seizure, treat first as indicated below, call 911 immediately and notify parents.**

Position student on side, if possible, and have trained personnel administer emergency medication listed below:

Glugagon/Glucagen IM  0.5 mg  1.0 mg  Gvoke SubQ  0.5mg  1.0mg **Baqsimi Intranasal**  3mg

Medication stored in \_\_\_\_\_

**If on a pump, place pump in suspend/stop mode or disconnect/cut tubing. Send pump with EMS.**

**Fax Diabetes Documentation Log to Health Care Provider:** If blood glucose is below \_\_\_\_\_ mg/dL \_\_\_\_\_ times in \_\_\_\_\_ week(s) (or below 70 mg/dL more than two times in one week if not specified).

#### 5. HIGH BLOOD GLUCOSE MANAGEMENT---HEALTHCARE PROVIDER TO COMPLETE

##### Management of High Blood Glucose over \_\_\_\_\_ mg/dL (or over 250 mg/dL if not specified)

1. Refer to the "Insulin Administration" Section 7 below for designated times correction insulin may be given.
2. Give water or other calorie-free liquids as tolerated and allow frequent bathroom privileges.
3. Check ketones if blood glucose over \_\_\_\_\_ mg/dL (or over 300 mg/dL [240 mg/dL for pumps] if not specified) **OR** for complaint of any illness, stomachache or nausea/vomiting regardless of blood glucose levels. If positive, see "Management of Ketones" Section 6 below.
4. Notify parent/guardian if blood glucose over \_\_\_\_\_ mg/dL (or over 250 mg/dL if not specified) and/or positive ketones.
5. Recheck blood glucose over \_\_\_\_\_ mg/dL in \_\_\_\_\_ hours (or over 250 mg/dL in 2 hours if not specified).

**\*\*\*Pump users: Check if pump is on, time of last bolus for history of missed bolus, cartridge empty, tubing kinked, tubing or site leakage, loose site, or site redness.**

**Fax Diabetes Documentation Log to Health Care Provider:** If pre-meal blood glucose is above \_\_\_\_\_ mg/dL more than \_\_\_\_\_ times per week (or above 250 mg/dl more than two times per week if not specified).

#### 6A. MANAGEMENT OF TRACE/SMALL KETONES---HEALTHCARE PROVIDER TO COMPLETE

##### Trace/Small Urine Ketones (or blood 0.6 – 1 mmol/L):

1. Notify parent/guardian.
2. Give water every 30-60 minutes: Age 9 and under drink 4-6 oz. Age 10 and above drink 8 oz.
3. May return to class if feeling well.
4. Recheck blood glucose and ketones in 2 hours.

#### 6B. MANAGEMENT OF MODERATE TO LARGE KETONES---HEALTHCARE PROVIDER TO COMPLETE

**Moderate to Large Urine Ketones (or blood over 1 mmol/L):** This level of ketones is serious and requires additional insulin and extra sugar-free fluids to avoid **Diabetic Ketoacidosis (DKA)**. For insulin pump users, it often indicates that the pump is not administering insulin and insulin must be given via injection. **Insulin orders outside of those indicated in this plan require medical orders in writing.**

1. Notify parent/guardian immediately and call diabetes healthcare provider for instructions.  
**Medical orders must be in writing; NO verbal orders accepted.**
2. Give water every 30-60 minutes: Age 9 and under drink 4-6 oz. Age 10 and above drink 8 oz.
3. Student cannot exercise/participate in physical activity.
4. If unable to reach parent or diabetes healthcare provider, and student is vomiting or unable to drink water, having labored breathing, or unconscious call 911.
5. Recheck blood glucose and ketones in \_\_\_\_\_ hours (or in 1 hours if not specified). Recheck urine ketones with every void.

**\*\*\*Insulin Pumps Users: Contact parent for pump site, insulin, and cartridge change as soon as possible.**

**7. INSULIN ADMINISTRATION---HEALTHCARE PROVIDER TO COMPLETE**

Insulin **correction** for *high blood glucose* at school, indicate times:  Before Breakfast  Before Lunch  
**Insulin at school:**  Humalog  Novolog  Apidra  Other:\_\_\_\_\_  May substitute brand if needed  
**Insulin delivery via:**  Pen  Syringe  Pump  Dosing to be determined by insulin pump or smart meter.  
 May give correction dose if over \_\_\_\_\_ hours since last dose and/or carb intake.  
 Round to nearest  0.5 Unit  1 Unit

**8. HIGH BLOOD SUGAR CORRECTION DOSE--Sliding Scale-HEALTHCARE PROVIDER TO COMPLETE**

Blood sugar _____ to _____	Insulin Dose = _____ units		Blood sugar _____ to _____	Insulin Dose = _____ units
Blood sugar _____ to _____	Insulin Dose = _____ units		Blood sugar _____ to _____	Insulin Dose = _____ units
Blood sugar _____ to _____	Insulin Dose = _____ units		Blood sugar _____ to _____	Insulin Dose = _____ units

**9. HIGH BLOOD SUGAR CORRECTION DOSE--Correction (Sensitivity) Factor-HEALTH PROVIDER TO COMPLETE**

Blood Glucose \_\_\_\_\_ (Minus) **Target** \_\_\_\_\_ (=) \_\_\_\_\_ (Divide) **Correction Factor** \_\_\_\_\_ (=) \_\_\_\_\_ Units for High B/G

**10. CARBOHYDRATE INSULIN DOSE---HEALTHCARE PROVIDER TO COMPLETE**

Insulin for **carbohydrates** eaten at school, indicate times:  Before Breakfast  Before Lunch  Snacks/Times: \_\_\_\_\_  
**▶ MEALS:** Breakfast or lunch, give one unit of insulin per \_\_\_\_\_ grams of carbohydrate.  
**▶ SNACKS:** Give insulin for snacks:  Yes  No If **YES**, give one unit of insulin per \_\_\_\_\_ grams of carbohydrate.  
 If parent provides food, carb count must be provided for each item.  
 Pre-meal insulin can be given after meal based on pre-meal BG if student's carbohydrate intake is unpredictable.  
 Pre-meal insulin can be given after meal if BG is below 80.

**11. SCHEDULE DISRUPTION / DISASTER PLAN / REUNIFICATION**

***In the event the student's normal diabetes management routine and support is disrupted by unexpected emergency:***  
**▶** Re-unite student as soon as safely possible with diabetes supplies/emergency kit and trained caregiver/parent.  
**▶** Keep student as well-hydrated as possible and keep rapid-acting carbohydrate with student.  
**▶** Contact parent/diabetes team for additional instructions.  
 Student able to self-manage during disaster conditions unless incapacitated.

I hereby authorize the named physician and Polk County Public Schools/Florida Department of Health in Polk County staff to reciprocally release verbal, written, faxed, or electronic student health information regarding the above named child for the purpose of giving necessary medication or treatment while at school. I understand Polk County School District protects and secures the privacy of student health information as required by federal and state law and in all forms of records, including, but not limited to, those that are oral, written, faxed or electronic. I request that my child be assisted in taking the medication or treatment described above at school by authorized persons as permitted by my physician and me.

Student Signature (if providing self-care/carrying supplies on person): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Physician's/Mid-Level Practitioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Health Registered Nurse Signature: \_\_\_\_\_ Date: \_\_\_\_\_



STUDENT'S NAME: \_\_\_\_\_

SCHOOL: \_\_\_\_\_