

Department: HHS/ Diabetes Program

Policy Number: HHS- 2201

Attachments: _____

Policy Title: Client Entry into Diabetes Education Program

Date: 08.24.05

Revised: 07.12.12

Approved by: _____

Date: 12/12/12

1. Policy Statement:

The Mille Lacs Diabetes Education program is available to all Mille Lacs Band members. A referral from the provider is required.

2. Purpose:

Comprehensive medical management of diabetes is the supporting strength of our individualized education program.

3. Procedure:

Participants in the Diabetes Education Program:

- Have primarily been diagnosed with type 2 diabetes
 - May have type 1 diabetes, pre-diabetes or gestational diabetes
 - Are encouraged to bring one person (such as spouse, parent, sibling, friend) along to the educational session(s)
1. All staff in the department of Health and Human Services are informed at staff meetings about the diabetes Self-Management Education (DSME) Program and process for participation
 2. Referrals to the program may come from several avenues:
 - The provider, either Band affiliated or at an off-reservation medical care center, will identify need for diabetes self-management education, discuss the program with the client, and send/fax the referral form (attached)
 - The diabetes program staff or clinic staff may identify probable need for DSME through A1c reports, medical record screenings, audits, client review, etc and discuss with Provider to determine appropriate need/time for referral
 - The person with diabetes may phone the diabetes program for information and assume responsibility to see Provider and request a referral to the program
 3. Referrals that are sent/faxed/called in will be routed to the Program Coordinator
 4. DSME Program staff may see the client at the time of referral (if at a Band affiliated Clinic), or contact the client by phone to arrange the completion of an educational needs assessment, educational plan and schedule for education sessions(s). Options are 1:1 session(s) with the dietitian and or the certified diabetes educator, or group diabetes self management classes.
 5. Immediate, essential needs are addressed by Provider, clinic staff, or DSME program at the time of the visit to the clinic or medical care center
 6. Upon receiving a referral from the Provider for diabetes Education, the diabetes staff will contact the client within seven working days to complete the assessment and the education plan.
 7. The provider is informed of client participation in DSME through being identified as an additional signer on diabetes assessment template in EHR.