

**Youth Development, Inc.  
Early/Head Start  
Child Health and Safety**

**Policy Number:**

**Effective Date:**

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**Agency Approval Date:**

Reviewed: March 6, 2007,  
10/2008, 9/2010, 5/24/13,  
7/2015, 09/2016

**Policy Council Approval**

**Date:** 7/26/03, 08/09/13

**Governing Board Approval**

**Date:**

**COMPONENT:** Health and Safety (1304.22)

**SUBJECT:** Policy for Monitoring Children Diagnosed with Diabetes.

**OBJECTIVE:** These procedures are directed at safely monitoring and caring for children diagnosed with diabetes.

**SUPPORTIVE DATA:** Diabetes is a group of diseases characterized by high blood glucose levels that result from defects in the body's ability to produce and/or use insulin. Children diagnosed with diabetes can usually manage their condition if parents/guardians/caregivers assist them with proper diet and exercise. Some children may develop insulin-dependent diabetes and may require regular monitoring of their blood glucose levels or other specific health needs at school.

**OPERATIONAL PROCEDURES:** Any child enrolled in an YDI program who has been identified as having diabetes is subject to these policies and procedures.

Individualized Health Care Plan- An individualized Health Care Plan should be developed by the parent/guardian and the child's health care providers. The Health Care Plan should address the child's health issues, specific needs of the child, as well as provide specific instructions for each of the following:

- a. Specific symptoms of the child relating to their individual condition.
  - b. Special diet or other related causative issues.
  - c. The actions to be taken in the event of diabetic related emergency.
  - d. All medications needed and specific procedures for administering them.
1. The parent/guardian of a diabetic child should:
- a. Provide staff with complete medical history and current information about their child's health and condition.
  - b. Provide written documentation from a professional medical provider detailing medical care and medication administration instructions and protocols.

- c. Provide staff with all required medications approved by child's medical provider(s) which are to be taken at school, such as insulin (refer to Administering Medication policy).
- d. (If necessary) provide staff with materials and equipment necessary for diabetes care and care tasks, including; emergency glucagon supplements (if needed), blood glucose testing, insulin administration equipment (if needed), and urine ketone testing. The parent/guardian is responsible for the maintenance of the blood glucose testing equipment (i.e., cleaning and performing controlled testing per the manufacturer's instructions) and should provide materials necessary to ensure proper disposal of materials. A separate logbook should be kept at an YDI facility with the diabetes supplies for the staff or child to record test results; blood glucose values should be transmitted to the parent/guardian for review as often as requested. Provide information about child's daily meal/snack restrictions and schedule.
- e. Work with staff to develop an individualized health care plan which accommodates their child's health care needs.
- f. Replace medications/supplies as they expire or when they are completely used up.
- g. Review policies and procedures related to diabetes monitoring and care.

2. YDI staff will:

- a. Review health records submitted by parents/guardians and physicians.
- b. Review Diabetes Monitoring policy with parents/guardians.
- c. Notify the Health Manager, or other designated staff, to work with parents/guardians and or medical care professionals to develop/create center-based, individualized health care/diabetes monitoring and care plans for any child diagnosed with diabetes or diabetes related symptoms.
- d. Receive training on how to recognize and manage diabetes symptoms. If necessary, receive additional specialized training on; blood glucose monitoring, ketone testing and monitoring, symptom recognition and treatment of hypoglycemia and hyperglycemia, glucagon administration, meal/snack content and appropriate intake, and insulin administration.
- e. Ensure that all staff that interacts with diabetic children understand what diabetes is, can recognize specific symptoms related to diabetes, and fully understand specific protocols and actions to be taken in the event of a diabetic related emergency.
- f. Read and fully comprehend all aspects of all specifically designed individualized health care plans.
- g. Include diabetic children in all school related activities, as their health permits
- h. Coordinate with other center staff to ensure all medications and care/management supplies are appropriately stored.
- i. Keep medications in easily accessible and secure locations, out of reach of other children.
- j. Check child's blood glucose or ketone levels and log results (as necessary), and take appropriate actions to treat diabetic emergencies.

- k. Administer medications/care products (as necessary) in accordance with medical provider(s) instructions.
- l. Work with parents and Nutrition Manager to coordinate special meal/snack schedules (if necessary).
- m. Allow children to eat specially approved snacks anywhere, including class room, to aid in the prevention of a diabetic emergency. Snacks should be approved by child's physician(s), as well as YDI Nutrition and Health Managers prior to them being in the class room.
- n. Monitor children for any reactions to medications or care products.
- o. Provide diabetes related trainings to bus drivers and monitors transporting diabetic children.
- p. Discuss with parents/guardians appropriate strategies for managing diabetic symptoms/emergencies on field trips.
- q. Follow federal and state laws and regulations regarding sharing confidential, medical information on any child.

***MUST BE POSTED IN ALL CLASSROOMS***