

ACCOMMODATING STUDENTS WITH DIABETES

The District Certificated School Nurse shall:

1. Mail a letter of information to parents of students with diabetes prior to the beginning of the school year.
2. Set a time to meet with the family prior to the first day of school.
3. Based on medical information received, complete an Individual Healthcare Plan (IHP) and diabetes monitoring forms prior to the first day of school.
4. The student must have the following on file prior to attending the first day of school:
 - A. Completed medication authorization form provided by the parent (Form 3415F.6 – Medication Order Form – Authorization for Administration of Medication at School);
 - B. Completed health care provider diabetes form provided by the parent (Form 3415F.1 – Health Care Provider (HCP) Orders for Students with Diabetes in Washington State Schools); and
 - C. Individual Healthcare Plan (IHP).
5. If the parent has designated an adult to assist the student, the following must be on file at the school:
 - A. Documentation of additional training by appropriate professional (Form 3415F.2 – Voluntary Parent Designated Adult Notice of Intent – Non-School Employee);
 - B. Documentation of additional training by appropriate professional (Form 3415F.3 – Voluntary Parent Designated Adult Notice of Intent (School Employee);
 - C. Completed parent permission form for Parent Designated Adult (PDA) (Form 3415F.5 - Model Designation of a Parent-Designated Adult);
 - D. Information that the Parent Designated Adult (PDA) has been trained as to the Individual Healthcare Plan for the student.
6. Appropriate staff will be trained/updated regarding signs/symptoms of diabetes and appropriate care at least annually or when a new student enrolls.