

**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
Office of the Chief Medical Director

**SECTION 504 PLAN**

<b>Student</b>		<b>Date of Birth</b>	
<b>School</b>		<b>Grade</b>	<b>Gender (select one) <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Non-Binary</b>
<b>Date of Plan</b>		<b>Projected Re-Evaluation Date:</b>	

Indicate here the student's mental/physical impairment:

**Diabetes Mellitus**

Area(s) of Educational Impact	Related Accommodation(s)	Person(s) Responsible
I. PROVISION OF DIABETES CARE	A. Train admin designees on glucose testing, carbohydrate (CHO) counting, insulin dosing, glucagon admin, hypoglycemia (low blood sugar) and hyperglycemia (high blood sugar) treatment as per Diabetes Medical Management Plan (DMMP) to help student in nurse's absence. B. Licensed nurse or trained school personnel (TSP) will be available during school hours and school activities for diabetes care as directed in the DMMP, including insulin dosing, CHO calculation, glucose monitoring, and responding to hypoglycemia and hyperglycemia. C. Inform the bus driver of the student's symptoms of hypoglycemia and hyperglycemia and provide them with a copy of the Diabetes Emergency Care Plan. D. Parent to provide the school with a signed, current, and complete DMMP.	School Nurse  Licensed nurse; trained school personnel (TSP)  School Nurse  Parent
II. STUDENT’S LEVEL OF SELF-CARE and LOCATION OF SUPPLIES AND EQUIPMENT	A. <i>As stated in the current DMMP, the student's level of self-care is: (check boxes that applies)</i> Student is capable of <b>independent</b> self-management ( <i>student may perform the identified diabetes tasks without adult supervision</i> ), self-management with <b>supervision</b> ( <i>student requires a licensed nurse or designated trained school personnel to observe and assist with the identified diabetes task</i> ), or <b>total care</b> ( <i>student requires the licensed nurse or designated trained school personnel to perform all aspects of the identified diabetes task for the student</i> ) for the following: ● Blood glucose testing (glucometer) <input type="checkbox"/> Independent <input type="checkbox"/> Supervised <input type="checkbox"/> Total Care ● Continuous Glucose Monitor (CGM) <input type="checkbox"/> Independent <input type="checkbox"/> Supervised <input type="checkbox"/> Total Care ● Carbohydrate counting <input type="checkbox"/> Independent <input type="checkbox"/> Supervised <input type="checkbox"/> Total Care ● Inject insulin with syringe <input type="checkbox"/> Independent <input type="checkbox"/> Supervised <input type="checkbox"/> Total Care ● Inject insulin with pen <input type="checkbox"/> Independent <input type="checkbox"/> Supervised <input type="checkbox"/> Total Care ● Inject insulin with pump <input type="checkbox"/> Independent <input type="checkbox"/> Supervised <input type="checkbox"/> Total Care  B. <i>Supplies:</i> Parent/Guardian to provide the necessary supplies and equipment. <i>Location: (select the circle that applies)</i> <input type="radio"/> The student will be permitted to carry the diabetes supplies and equipment with them at all times. <input type="radio"/> The students’ diabetes supplies and equipment are kept in the health office.	Indicate person responsible below for each task listed on the left column: (a) Licensed Nurse (b) TSP (c) Student  _____ _____ _____ _____ _____ _____  Parent or guardian  Student  Licensed nurse; TSP  Licensed nurse; TSP
III. SNACKS AND MEALS	A. The student must eat snacks and meals at specific times according to the DMMP, regardless of location, and they will be given enough time to finish their food. B. A quick-acting glucose source and snacks should always be available. C. Written carbohydrate content information for snacks and meals brought from home. D. Student will be allowed to substitute appropriate food item if available, ex. Fresh fruit for ice cream.	Licensed nurse Parent or guardian Licensed nurse; TSP; cafeteria  Teacher; licensed nurse
IV. EXERCISE AND PHYSICAL ACTIVITY	A. Student will be allowed to participate in sports and other physical activities unless restricted by primary physician. B. PE instructors and coaches should have an emergency action plan and know how to treat low blood glucose levels. C. Staff will ensure glucose meter, glucose source, and water are available during physical education and sports. D. Student should not be permitted to exercise if urine ketones are present or if blood glucose is below Target Range (see doctor’s order) E. Student must test blood glucose prior to PE according to DMMP.	School nurse  Licensed nurse; TSP  Licensed nurse; TSP; teacher  Licensed nurse; TSP; teacher
V. WATER AND BATHROOM ACCESS	A. Students can have water at their desk and use the drinking fountain freely. B. The student shall be permitted to use the bathroom without restriction at any time including state testing.	Teacher Teacher Licensed nurse; TSP

<p><b>VI. CHECKING BLOOD GLUCOSE LEVELS, INSULIN AND MEDICATION ADMINISTRATION, AND TREATING LOW OR HIGH BLOOD SUGAR LEVELS</b></p> <p>A- Possible low blood sugar reaction (hypoglycemia)</p> <p>B- Emergency (Seizure or Unconscious)</p>	<p>A. <b>II-A.</b> lists the student's self-care abilities and specifies tasks requiring nurse or trained school personnel assistance.</p> <p>B. Check blood glucose levels at designated times in the DMMP and when symptoms arise.</p> <p>C. Administer insulin and/or diabetes medication as ordered in the student's DMMP.</p> <p>D. The student shall be provided with privacy for blood glucose monitoring, insulin administration and other diabetes tasks.</p> <p>E. The student's usual symptoms of high and low blood glucose levels and how to respond to these levels are outlined in the DMMP.</p> <p>F. If a student shows signs of high or low blood sugar, get help from the school nurse or trained staff, and do not leave them alone.</p> <p>G. Notify parents or guardians if blood glucose is too low or too high (below or above target range per DMMP order).</p> <p><i>Treat low blood sugar below target range as specified by DMMP. Fast acting carbohydrate should be available for low blood glucose symptoms.</i></p> <p><b>Symptoms of hypoglycemic reaction may include:</b></p> <p><b>Mild:</b></p> <table border="0"> <tr> <td>a. Hunger</td> <td>b. Sleepiness</td> <td>c. Shakiness</td> </tr> <tr> <td>d. Changed behavior</td> <td>e. Weakness</td> <td>f. Sweating</td> </tr> <tr> <td>g. Paleness</td> <td>h. Anxiety</td> <td>i. Blurry vision</td> </tr> <tr> <td>j. Dilated pupils</td> <td>k. Increase heart rate or palpitations</td> <td></td> </tr> </table> <p><b>Moderate to Severe Symptoms:</b></p> <table border="0"> <tr> <td>a. Seizure</td> <td>b. Irritability/frustration</td> <td>c. Extreme tiredness/fatigue</td> </tr> <tr> <td>d. Inability to swallow</td> <td>e. Sudden crying</td> <td>f. Confusion.</td> </tr> <tr> <td>g. Restlessness</td> <td>h. Dazed Appearance</td> <td>i. Unconsciousness/coma</td> </tr> </table> <p>H. Any staff member who finds the student unconscious will immediately contact the school office and call 911. <i>The office will immediately do the following in the order listed:</i></p> <ol style="list-style-type: none"> <li>1. Ensure 911 was called.</li> <li>2. Contact the school nurse or trained staff for glucagon (injection, Baqsimi, or GVOKE) administration.</li> <li>3. Contact the student's parent/guardian and physician.</li> </ol> <p><b><i>Follow DMMP for treatment of severe hypoglycemia. Do not give anything by mouth if student is unconscious.</i></b></p>	a. Hunger	b. Sleepiness	c. Shakiness	d. Changed behavior	e. Weakness	f. Sweating	g. Paleness	h. Anxiety	i. Blurry vision	j. Dilated pupils	k. Increase heart rate or palpitations		a. Seizure	b. Irritability/frustration	c. Extreme tiredness/fatigue	d. Inability to swallow	e. Sudden crying	f. Confusion.	g. Restlessness	h. Dazed Appearance	i. Unconsciousness/coma	<p>Licensed nurse; TSP Licensed nurse Licensed nurse; TSP Licensed nurse; TSP Teacher Licensed nurse; TSP Licensed nurse; TSP</p>
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<p>C- High Blood Sugar (Hyperglycemia)</p>	<p>A. Administer insulin and/or diabetes medication as indicated in the student's DMMP.</p> <p>B. Perform urine ketone testing as indicated in the DMMP.</p> <p>C. Encourage water intake.</p> <p>D. No physical activities for positive urine ketone.</p>	<p>Licensed nurse Licensed nurse; TSP Licensed nurse; TSP Licensed nurse; TSP; teacher School Nurse; Administrator</p>																					
<p><b>VII. FIELD TRIPS AND EXTRACURRICULAR ACTIVITIES</b></p>	<p>A. The student will be allowed to participate in all school sponsored field trips and extracurricular activities with the support from the school. Diabetes tasks performed as indicated in the DMMP.</p> <p>B. Licensed nurse or trained staff will provide diabetes care during school trips.</p> <p>C. School Nurse <b>must be notified 4 weeks</b> before field trip to plan for qualified personnel to monitor procedures.</p> <p>D. Take all necessary supplies, equipment, medications, copy of DMMP and Diabetes Emergency Care Plan during field trip or extracurricular activities.</p>	<p>Licensed nurse; TSP Teacher; Administrator Licensed nurse; TSP; student</p>																					
<p><b>VIII. EXAMS AND CLASSROOM WORK</b></p>	<p>A. Blood glucose issues during exams, students will take the test later without penalty.</p> <p>B. If the student needs to take a break during an exam for any diabetes related reason, they will be given extra time later without penalty.</p> <p>C. The student will not be penalized for missed classroom time due to diabetes care.</p> <p>D. No penalty for medical absences.</p> <p>E. Parent/Guardian to provide HCP's excuse for absences.</p> <p>E. Student will be allowed to leave classroom to check blood glucose level if experiencing hypoglycemia or hyperglycemia accompanied by an adult.</p> <p>F. Teachers will receive a Diabetes Emergency Care Plan.</p>	<p>Teacher; Administrator Teacher; Administrator Teacher; Administrator Teacher; Administrator Teacher; Administrator Teacher; Administrator School nurse</p>																					
<p><b>X. EMERGENCY EVACUATION AND SHELTER-IN-PLACE</b></p>	<p>A. During emergency evacuation or shelter-in-place, the student's 504 Plan and DMMP remain in effect.</p> <p>B. The school nurse or trained school personnel will follow the student's DMMP, 504 Plan, and transport their diabetes supplies to the designated area.</p> <p>C. 3-day supply of Insulin, test kit, syringes, ketone strips and non-perishable snacks must be provided by parent/guardian.</p> <p style="text-align: center;">Please call _____ Region Nursing Office @ ( ) - _____ if a school nurse is not available on site.</p>	<p>Licensed nurse Licensed nurse; TSP Parent or guardian; school nurse</p>																					