

LOS ANGELES UNIFIED SCHOOL DISTRICT  
Medical Services Division  
District Nursing Services Branch

Guidelines for School Nurses

**STUDENT WITH DIABETES**

**OVERVIEW**

There has been a significant increase in the number of students with Type I and Type II Diabetes. The control of diabetes is essential to improve the long term outcomes in the prevention of circulatory, kidney and visual complications. This requires planning to accommodate frequent blood sugar testing and insulin administration. Fluctuations in blood sugar levels, both high and low may impact the student's ability to learn, focus, and think.

Accommodations may include:

- Access to bathroom, water and snacks.
- Ability to test when and where needed.
- Delay educational tests if blood sugar is low or high.
- May require additional testing and/or snacks prior to and during sports events/physical education.

**ROLE OF SCHOOL PERSONNEL**

It is the schools' responsibility to provide a safe environment for the diabetic student and access to the equipment, medications and services necessary for the student's health and safety.

- Accommodations and trained personnel should be available during the school day and school sponsored activities.
- It is the administrator's responsibility to designate school staff to be trained.
- If the student is unable to administer their own insulin, a mechanism for administration by a school nurse or other California licensed health care provider needs to be included in the plan. Consult with Local District Nursing Office when a student has orders for insulin correction or bolus dose.

**ROLE OF SCHOOL NURSE**

- Consolidated orders are accepted from clinics (also similar forms used by private providers) such as CHLA, Kaiser, LAC/USC, Miller Children's, UCLA, Loma Linda and CHOC. Forms similar to PADRE template are also accepted. District forms are not required in addition to the consolidated orders.
- Obtain written authorization from CA licensed healthcare provider and parents/guardians (Use Forms 33.63 and 33.64, available from DNS homepage, when consolidated orders are not used by the healthcare provider).
- Protocols include: Blood Glucose Testing, Treatment of Low Blood Sugar and Glucagon (available from DNS homepage in the Nursing Forms section)
- Other orders may include:
  - medications including insulin, insulin pump (see Insulin Pump Guidelines) and oral hypoglycemics (Forms 33.199, 33.205 and 33.205A available from DNS homepage)
  - diet and carbohydrate counting
  - treatment of high blood sugar including testing for ketones
- Develop Diabetes Management Plan. Special considerations include: bus transportation, field trips, Insulin administration and supervision, Insulin pump, Insulin pen, other concurrent health problems, inconsistent medical care, frequent absences, behavior issues, and a disaster plan.

## STUDENT WITH DIABETES

- Conference with:
  - Parent(s)/Guardian(s)
    - Diet at school: who will provide snacks and lunch, time(s) of snack and plan or when there are classroom activities or parties involving food.
    - Reactions: usual symptoms, how often, time of day reaction usually occur and usual sugar source.
  - Student: Goal is for student to be as self reliant as possible. Encourage wearing Medic Alert Identification.
  - Administrators
    - Time of recess and PE
    - Interscholastic athletics (approval of health care provider) need for additional testing and snacks
    - Need for advance notice of all field trips to plan for care on trip
  - Teachers: Confidential Health Information circulated and copied for teachers, also include copy for Sub folders (Form 33.02 Confidential Health Information for a Student with Diabetes - Rev 7/09)
  - Health Care Provider: communication for clarification of orders as needed and communication regarding school adjustment and non-compliance issues
- Train designated school personnel in authorized protocols
  - Include information on symptoms of high and low blood sugars, student's usual symptoms, how to treat and the location of the equipment and supplies (health office, teacher, PE, office, student self carries)
  - Information on carbohydrate counting, if ordered
  - Attach Form 33.08 Diabetes Management Information for Trained School Personnel to Form 33.02
- Inform school personnel (such as office personnel, grade counselors, bus drivers, cafeteria personnel, playground supervisors) of plan on a "need to know" basis.
- Participate with other school personnel in the development of accommodation plans when needed. Accommodations for general education students may be made as part of a Section 504 Plan. The accommodations should be part of the IEP for students receiving special education services. Plans need to include the school day and school sponsored activities.
- Assist in obtaining reauthorizations of protocols and medications yearly and as needed.
- Document protocols and medications in the Welligent electronic system and on paper log for designated school personnel.
- Place copy of Diabetes Management Plan and current written authorizations in substitute nurses folder.

### RESPONSIBILITY OF PARENTS/GUARDIANS

- To provide the school with written authorization from the student's California licensed health care provider and parent/guardian.
- To provide all necessary medications, supplies and equipment.
- To notify the school of any changes in the treatment orders or health care provider during the school year. These authorizations also need to be renewed annually.
- To be accessible by phone or other communication devise. Emergency cards need to be kept current with home and work numbers and numbers for other responsible adults who have knowledge of the student's diabetic care.

### REFERENCES

Juvenile Diabetes Research Foundation – [www.jdrf.org](http://www.jdrf.org)  
American Diabetes Association - [www.diabetes.org](http://www.diabetes.org)