POLICY | PURPOSE STATEMENT:
The purpose of this policy is to establish guidelines for Diabetes Self-Management Education within the Diabetes Education Center. These guidelines shall be followed for all clients entering Diabetes Self-Management Education.

SCOPE:
This policy applies to and will be distributed to all employees of the Diabetes Education Center.

DEFINITIONS:
Anthropometric Measurements – A set of noninvasive, quantitative techniques for determining an individual’s body fat composition by measuring, recording, and analyzing specific dimension of the body, such as height, weight, skin-fold thickness and body circumference at the waist, hip, and chest.

Diabetes Self-Management Education – The ongoing process of facilitation the knowledge, skill and ability necessary for diabetes self-care.

Electronic Medical Record – An electronic medical record (EMR) is a digital version of the traditional paper-based medical record for an individual.

Medical Nutrition Therapy – A therapeutic approach to treating medical condition and their associated symptoms via the use of a specifically tailored diet devised and monitored by a medical doctor, registered dietitian nutritionist, or professional nutritionist.

PROCEDURE:
1. It is the policy of the Diabetes Education Center to complete an initial assessment when a client presents s for education.
   a. The Diabetes Education Center utilizes an Electronic Medical Record that is appropriate to the center as determined by Larry Combest Community Health and Wellness Center Governing Board.
   b. The initial assessment will include the following components: medical history, medications, anthropometric measurements, and client selected needs and goals.
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c. At initial assessment, clients will be given a list of classes they may want to attend. Then a plan is then discussed with provider.
d. The client, if desired, will attend Diabetes Self-Management Education classes where a behavior change will be selected and monitored.
e. The client, if desired, will attend Medical Nutrition Therapy class where anthropometrics will be taken, a diet plan will be developed, and the behavior change monitored.
f. The client, if desired, will attend a one month, three month, and six month follow up where anthropometrics will be taken, education will be provided, and behavior change will be monitored.

RESPONSIBILITIES | REVIEW | REVISIONS:
It is the responsibility of the Policy & Procedures Committee to review and initiate necessary revisions based on collaboration and input by Policy and Procedure committee and through Administrative management of this policy, including the review and revisions will be the responsibility of the department administrator.

RIGHT TO CHANGE POLICY:
TTUHSC SON Combest reserves the right to interpret, change, modify, amend or rescind this policy in whole or in part at any time to reflect the changes in policy and/or law.