

# DIABETES MANAGEMENT PLAN

## Multiple daily injections

### EARLY CHILDHOOD CENTRE

Use in conjunction with Diabetes Action Plan. This plan should be reviewed every year.

Child's name:	Age:	Date:
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### RESPONSIBLE STAFF

Centre staff who have voluntarily agreed to undertake training and provide support with diabetes care to the child.

Responsible staff will need to receive training on how to check glucose levels and how to administer insulin via pen or syringe if required.

The Centre manager /director is responsible to ensure the appropriate documentation is completed for staff who are required to administer / supervise insulin given via the pump or injection.

List below and tick those that apply.

Staff's name/s:	Glucose checking	Insulin administration
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

### INSULIN ADMINISTRATION

This child is on three or more injections of insulin per day.

The child requires an injection of insulin at the centre:

Before breakfast     
  Before lunch     
  Before afternoon tea  
 Before evening meal     
  Other (please specify) \_\_\_\_\_

Type of injection device (please tick)     Pen       Syringe

The location in the school where the injection is to be given \_\_\_\_\_

### HOW MUCH INSULIN TO BE ADMINISTERED

Staff responsible for administering insulin will need to be taught how to calculate the amount of insulin to be administered using carb and correction ratios.

Calculate the amount of insulin to be administered using the following ratios or the provided sliding scale:

	BREAKFAST	LUNCH	AFTERNOON TEA	DINNER	OTHER
<b>CARB RATIO</b> (1 unit: g)					
<b>CORRECTION RATIO</b> (1 unit: mmol/L)					

It is the responsibility of the parent / caregiver to keep the centre up to date with changes to insulin doses.

Centre director / manager will need to ensure that the parent / carer has completed the relevant documentation, authorising responsible staff to administer insulin to the child.

# GLUCOSE LEVEL (GL) CHECKING

Target range for blood glucose levels (GLs): 4 – 8 mmol/L

- GL results outside of this target range are common
- GL check should be done where the child is, whenever needed
- The child should always wash and dry their hands when doing a BGL check via finger prick.

Glucose levels will vary day-to-day and be dependent on a number of factors such as:

- Insulin Dose
- Excitement / stress
- Age
- Growth spurts
- Type/quantity of food
- Level of activity
- Illness / infection

## Times to check GLS (tick all those that apply)

- |   |                                       |   |
|---|---------------------------------------|---|
| <input type="checkbox"/> Anytime, anywhere                          | <input type="checkbox"/> Before snack | <input type="checkbox"/> When feeling unwell    |
| <input type="checkbox"/> Before activity                            | <input type="checkbox"/> Before lunch | <input type="checkbox"/> Anytime hypo suspected |
| <input type="checkbox"/> Other routine times - please specify _____ |                                       |   |
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A finger prick (blood glucose check) is required if GL is less than 4.0 mmol/l or greater than 15.0 mmol/l. Refer to diabetes action plan.

## AND/OR

If the meter reads **LO** this means the BGL is too low to be measured by the meter  
Follow the **Hypoglycaemia** (Hypo) treatment on Diabetes Action Plan

If the meter reads **HI** this means the BGL is too high to be measured by the meter  
Follow **Hyperglycaemia** (Hyper) treatment on Diabetes Action Plan

## SENSOR GLUCOSE (SG) MONITORING

Some children will be wearing a small sensor that sits under the skin and measures glucose levels in the fluid surrounding the cells (interstitial fluid).

A sensor glucose (SG) reading can differ from a finger prick blood glucose reading during times of rapidly changing glucose levels e.g. eating, after insulin administration, during exercise. Therefore, **LOW** or **HIGH** SG readings must be confirmed by a finger prick blood glucose check. Hypo treatment is based on a blood glucose finger prick result.

- The child is wearing Continuous Glucose Monitor (CGM) or Flash Glucose Monitor (FGM)
- Dexcom G6®                       Freestyle Libre
- Guardian™ Connect               Guardian™ Sensor 3

- With CGM, a transmitter sends data to either a receiver, phone app or insulin pump.
- With FGM, the device will only give a glucose reading when the sensor disc is scanned by a reader or phone app.

These devices are **not** compulsory management tools.

### CGM ALARMS

- CGM alarms may be 'on' or 'off'.
- If 'on' the CGM will alarm if interstitial glucose is low or high.

**ACTION:** Check finger prick blood glucose level (BGL) and if less than 4.0 mmol/L, treat as per Diabetes Action Plan for treatment.

Alerts for high glucose levels or in response to changing glucose trends are not recommended in this setting

- FGM device does not have alarm settings.

### USE AT CENTRE

- Staff are not expected to do more than the current routine diabetes care as per the child's Diabetes Action and Management plans.
- Staff do not need to put CGM apps on their computer, smart phone or carry receivers.
- Parents/carers are the primary contact for any questions regarding CGM/FGM use.
- Some CGM/FGM devices can be monitored remotely by family members. They should only contact the Centre if they foresee a prompt response is required.
- If the sensor/transmitter falls out, staff are required to keep it in a safe place to give to parents/carers.
- The sensor can remain on the child during water activities.

# LOW BLOOD GLUCOSE LEVELS

(Hypoglycaemia / Hypo)

Follow the child's Diabetes Action Plan if BGL less than 4.0 mmol/L.

Mild hypoglycaemia can be treated by using supplies from the child's HYPO BOX.

Hypo box location/s: \_\_\_\_\_

## HYPO BOX

### FAST ACTING CARBOHYDRATE FOOD

### AMOUNT TO BE GIVEN

FAST ACTING CARBOHYDRATE FOOD	AMOUNT TO BE GIVEN

### LONG-ACTING CARBOHYDRATE FOOD

### AMOUNT TO BE GIVEN

LONG-ACTING CARBOHYDRATE FOOD	AMOUNT TO BE GIVEN

- If the child requires more than 2 consecutive fast acting carbohydrate treatments, as per their Diabetes Action Plan, call the child's parent / caregiver. Continue hypo treatment if needed while awaiting further advice.
- All hypo treatment foods should be provided by the parent/caregiver.
- Ideally, packaging should be in serve size bags or containers and labelled as fast acting carbohydrate food and long-acting carbohydrate food.

Mild hypoglycaemia is common. However, if the child is having more than 3 episodes of low BGLs at Centre in a week, make sure that the parent/carer is aware.

## SEVERE HYPOGLYCAEMIA (HYPO) MANAGEMENT

**Severe hypoglycaemia is not common.**

Follow the child's Diabetes Action Plan for any episode of severe hypoglycaemia.

**DO NOT** attempt to give anything by mouth to the child or rub anything onto the gums as this may lead to choking.

If the centre is located **more than 30 minutes** from a reliable ambulance service, then staff should discuss Glucagon injection training with the child's Diabetes Treating Team.

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## HIGH BLOOD GLUCOSE LEVELS

(Hyperglycaemia / Hyper)

- Although not ideal, GLs above target range are common.
- If BGL is 15.0 mmol/L or more, follow the child's Diabetes Action Plan.
- If the child is experiencing frequent episodes of high BGLs at Centre, make sure the parent/carer is aware.

## KETONES

- Ketones occur most commonly when there is not enough insulin in the body.
- Ketones are produced when the body breaks down fat for energy.
- Ketones can be dangerous in high levels.
- Ketones are made more quickly when using insulin pump therapy

You will be required to check the child's blood ketone level if

- Child is unwell or
- BGL is above 15.0 mmol/L

If blood ketones are more than 1.0 mmol/L, follow action for positive ketones on the child's Diabetes Action Plan.

## EATING AND DRINKING

- Some young children may 'graze' rather than eat at specific times- this is fine.
- Younger children will require supervision to ensure all food is eaten.
- The child should not exchange food/meals with another child.
- Seek parent/carer advice regarding appropriate foods for parties / celebrations that are occurring at school.
- Always allow access to drinking water and toilet (high blood glucose levels can cause increased thirst and extra toilet visits).
- Does the child have coeliac disease?

No       Yes\*

\*Seek parent/carer advice regarding appropriate food and hypo treatments.

# PHYSICAL ACTIVITY, ACTIVE OUTDOOR PLAY AND SWIMMING

A blood glucose meter and hypo treatment should always be available.

- Check glucose level before physical activity.
- Physical activity may lower glucose levels.
- The child may require an extra 'activity' carbohydrate food before every 30 minutes of planned physical activity or swimming – check with parent caregiver if unsure.

Activity Food Box location/s: \_\_\_\_\_

## ACTIVITY FOOD BOX

CARBOHYDRATE FOOD TO BE USED	AMOUNT TO BE GIVEN

- Physical activity should not be undertaken if BGL less than 4.0 mmol/L.
- Refer to the Diabetes Action Plan for hypo treatment.
- Vigorous activity should not be undertaken if BGL is greater than or equal to 15.0 mmol/L and blood ketones are greater than or equal to 1.0mmol/L and / or the child is unwell.

## EXCURSIONS / INCURSIONS

It is important to plan for extracurricular activities.

Consider the following:

- Ensure blood glucose meter, blood glucose strips, ketone strips, insulin, hypo and activity food are readily accessible.
- Plan for meal and snack breaks.
- Always have hypo treatment available.

## EXTRA SUPPLIES

Provided for diabetes care at the Centre by parent / carer

- Insulin and syringes / pens / pen needles
- Finger prick device
- Blood glucose meter
- Blood glucose strips
- Blood ketone strips
- Sharps container
- Hypo food
- Activity food

Child's name: \_\_\_\_\_

# AGREEMENTS

## PARENT/CARER

I have read, understood and agree with this plan.

I give consent to the Early Childhood Centre to communicate with the Diabetes Treating Team about my child's diabetes management at Centre.

First name \_\_\_\_\_ Family name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## CENTRE REPRESENTATIVE

I have read, understood and agree with this plan.

First name \_\_\_\_\_ Family name \_\_\_\_\_

Role  Manager  Supervisor  Other (please specify) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## DIABETES TREATING MEDICAL TEAM

First name \_\_\_\_\_ Family name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_