



To be completed by parents/guardians/health care team and reviewed with necessary staff.

**\*\*\*Teachers: Never send a symptomatic student unaccompanied to the Health Office \*\*\***

**Students Name:** \_\_\_\_\_ **Birthdate:** \_\_\_\_\_ **Grade:** \_\_\_\_\_  
**Parent(s)/Guardian(s):** \_\_\_\_\_ **Home:** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **Work:** \_\_\_\_\_  
**Diagnosis:**  *Type 1 Diabetes*  *Type 2 Diabetes* **Date of Diagnosis:** \_\_\_\_\_  
**Physician:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Diabetic Nurse Educator:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Emergency Contact:** \_\_\_\_\_ **Home:** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **Work:** \_\_\_\_\_

**Blood Glucose Monitoring:** **Target Range:** \_\_\_\_\_ - \_\_\_\_\_ mg/dL  
 For BG Testing Student Will Need:  **Supervision/Verification**  **Assistance**  **Independent**  
 Check BG:  *before lunch*  *before exercise*  *after exercise*  *with signs/symptoms of hyper/hypoglycemia*  
 Other/Comments: \_\_\_\_\_

**Insulin Delivery Device:**  *Syringe*  *Insulin Pen*  *Insulin Pump* **Type of Pump:** \_\_\_\_\_  
 Student Receives:  *Novolog*  *Humalog*  *Apidra*  *Other:* \_\_\_\_\_  
 For Insulin Injection Student Will Need:  **Supervision/Verification**  **Assistance**  **Independent**  
**Insulin/Carbohydrate Ratio:** 1 unit per \_\_\_\_\_ grams of carbs **Correction Factor:** \_\_\_\_\_  
 Location of Supplies: \_\_\_\_\_ Location of Snack: \_\_\_\_\_  
 Can student effectively troubleshoot problems (ketosis, pump malfunction, ext.)?  **Yes**  **No**  
 Other/Comments: \_\_\_\_\_

**Hypoglycemia/Hyperglycemia:**  
 If BG is below \_\_\_\_\_ mg/dL, give \_\_\_\_\_ grams of fast-acting carbohydrate.  
 Retest after 10-15 minutes to assure BG is back up to \_\_\_\_\_ mg/dL.  
 If BG is above \_\_\_\_\_ mg/dL:  *Increase Water*  *Given Insulin* \_\_\_\_\_ **Other**

**Please Check Yes or Not Applicable (N/A):**  
 If BG is above \_\_\_\_\_ check ketones; if positive call parents immediately.  **Yes**  **N/A**  
**Treatment for Ketones:** \_\_\_\_\_

**Student will have Glucagon available at school:** **Dose:** \_\_\_\_\_ **Route:**  *SQ*  *IM*  **Yes**  **N/A**  
 Administer Glucagon if student is unable to swallow, unconscious or having a seizure.  **Yes**  **N/A**  
 Other/Comments: \_\_\_\_\_

**Exercise and Sports:**  
 Snack before activity:  **Yes**  **No** **Amount** \_\_\_\_\_ **Restrictions:** \_\_\_\_\_

**Transportation:**  *Walk*  *Bus*  *Other* **Length of bus ride** \_\_\_\_\_

**Field Trips:** *Teacher will notify school nurse at least one week prior to allow time to plan with parents.*

**\*I authorize the above information to be shared with appropriate school staff and school transportation personal if applicable.**

**Parent/Guardian Authorization:** \_\_\_\_\_ **Date** \_\_\_\_\_  
**School Nurse Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Physician's Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

Plan reviewed/updated:  
 Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_ School Nurse Signature: \_\_\_\_\_ Date: \_\_\_\_\_