

## Diabetes in the Kentucky School System Training Modules

### **Frequently Asked Questions**

1. If staff have already completed training based on last year's content, are they required to complete this training program?
  - No, schools are required to have diabetes training each year. However, it does not specify the training program used.
2. Is this training program required for all school nurses?
  - Training is recommended for all school nurses that directly or indirectly interact with children who have diabetes. This program offers continuing education credits for school nurses. This program meets annual diabetes-related training requirements for school unlicensed assistive personnel (UAP), or non-nurse staff, as described in KRS 158.838 and 702 KAR 1:160, section 5. A certificate is provided following the completion of the program to demonstrate the knowledge component of the training. A competency checklist will be available on the training site for nurses to use to confirm UAP competency as per requirement for diabetes care at school.
3. Is this the only training program allowed to be used for unlicensed assistive personnel (UAP) training?
  - This program was developed by experts (including licensed healthcare professionals) from Kentucky and addresses Kentucky-specific training requirements. This high-quality program has been developed to offer consistent, collaborative, expert information that is based on current evidence for diabetes care and is accessible on-demand for annual school UAP training. This program meets annual diabetes-related training requirements for school UAPs as described in KRS 158.838 and 702 KAR 1:160, section 5.
4. How many continuing education credits will school nurses receive after completing this program?
  - Upon successful completion of the program, school nurses will receive 4.0 continuing education credits (American Nurses Credentialing Center, University of Kentucky College of Nursing).
  - UAP (or non-nurse staff) will receive a certificate of completion. The competency checklist for UAP is an additional step coordinated by the school nurse.
5. Is there a fee for the CE Central Diabetes in the KY Schools program?
  - The cost for the CE Central Diabetes in the KY Schools program is \$60 for school nurses and \$30 for UAPs (non-nurse staff). This cost was determined by the Diabetes in KY Schools Stakeholders Committee to cover the cost of maintenance of the modules, online availability, and accreditation.
6. Who is responsible for paying for the training program?
  - Resources and payment are determined by individual school districts.
7. What is the process around reimbursement for school nurses and UAP (non-nurse staff) that complete the program on behalf of the Kentucky Department of Education?
  - The Kentucky Department of Education is not responsible for reimbursement. Resources and payment are determined by individual school districts.

8. How do I access the training program?
- The training program will be accessible through the CECentral website to both nurses and UAP (non-nurse staff). No other sites will have a link to access the program other than the CECentral website. Appropriate, approved sites may post the link to direct participants to CECentral. This link will take you to the training program (detailed instructions outlined below):  
<https://www.cecentral.com/diabetesinkyschools>
1. Click purchase course
  2. Click occupation (nurse or non-nurse [UAPs]) and submit registration
  3. Proceed to CE Activity
  4. Certify (Yes) and submit
  5. Click “Back to series home”
  6. View modules
    - A post-test and evaluation is included as part of the activity
    - The competency check-list for the non-nurse (UAP) is printable to both the nurse and the UAP
  7. If a report is needed, click the appropriate type and indicate occupation. Submit registration

The report section is for the school systems to access a listed of trained personnel if/when they need such as a part of their records.

9. I completed a similar training program from the American Diabetes Association, do I need to complete this training as well?
- Each nurse and UAP will need to confirm the appropriate training program with his/her school district as being acceptable to meet the requirement.
10. How long will I be able to access this training program?
- Training materials in this program will be accessible for 3 years.
11. Where can I access the up-to-date competency checklist for training non-nurse personnel?
- The updated competency checklist will be available on the CECentral website to both nurses and UAP (non-nurse staff) upon completion of the program. The checklist will be updated on-demand if requirements dictate such.
12. Do non-nurse school personnel (UAP) considered “inactive” need to complete this training program?
- “Inactive” UAP (those who do not currently have a child or adolescent with diabetes under their care) are not required to complete the training program for that academic year.
13. What is the window for completing the training?
- Each nurse and UAP will need to confirm the acceptable window of time for program completion with his/her school district.
14. Is there a deadline for completing the training?
- Each nurse and UAP will need to confirm the deadline for program completion with his/her school district.

15. Who developed this training program?

- The stakeholder team (complete list in each training module) is organized to lead the quest for support for school nurses and designated non-nurses (UAPs) in the school to ensure children and adolescents with diabetes in Kentucky are safe at school.
- The materials created for this training were developed by diabetes care experts from the University of Kentucky Barnstable Brown Diabetes Center, Cincinnati Children's Medical Center, and the University of Louisville Wendy Novak Center for Diabetes, who specialize in diabetes care and education:
  - Dr. Laura Hieronymus  
DNP, MEd, RN, MLDE, BC-ADM, CDCES, FADCES  
Associate Director, Education & Quality Services  
Barnstable Brown Diabetes Center  
University of Kentucky Healthcare
  - Ms. Jaime M. Walker  
MSN, RN, CDCES, MLDE  
Nurse Clinician/Program Coordinator  
NCMG Endocrinology & the Wendy Novak Diabetes Center  
Norton Healthcare
  - Ms. Karishma Tilton  
MSN, APRN, CNP  
Nurse Practitioner  
Diabetes Center  
Cincinnati Children's Hospital Medical Center
  - Dr. Leslie K Scott PhD, PPCNP-BC, MLDE, CDCES  
Associate Professor  
Coordinator, DNP Pediatric Nurse Practitioner Program  
University of Kentucky College of Nursing  
Pediatric Nurse Practitioner, University of Kentucky  
Pediatric Endocrinology