



## DIABETES SELF-MANAGEMENT EDUCATION AND SUPPORT (DSMES) APPLICATION

Access online: <https://tinyurl.com/SLCODSMESApplication2022>

The Healthy Living Program at the Salt Lake County Health Department (SLCoHD) works with community organizations, clinics, and worksites to provide Diabetes Self-Management Education and Support (DSMES) services to help people with diabetes.

Send completed application to [healthpromotion@slco.org](mailto:healthpromotion@slco.org).

### Application Instructions

- All community organizations, clinics, and worksites in Salt Lake County are eligible to apply.
- Priority areas for the Healthy Living Program are Glendale, Rose Park, West Valley, South Salt Lake, Midvale, Kearns, Taylorsville, and Magna.
- Organizations that already offer DSMES CANNOT apply.
- Applications will be accepted on a first-come, first-served basis until funds are exhausted.

### Funding Requirements

- Submit a timeline of project planning and implementation within 30 days of application approval.
- Communicate with assigned Healthy Living staff member regularly; including, but not limited to a kick-off meeting and mid-point meeting.
- Apply for DSMES recognition within 6-8 months of application approval

### Organization Information

Name of organization: \_\_\_\_\_

Organization address: \_\_\_\_\_

Applicant name: \_\_\_\_\_

Applicant job title and role in DSMES: \_\_\_\_\_

Applicant phone number: \_\_\_\_\_

Applicant email: \_\_\_\_\_

Names and roles of other staff who will be involved (i.e. quality coordinator, educators, CHWs):

\_\_\_\_\_

## **Diabetes Self-Management Education and Support (DSMES) Responsibilities**

*[Refer to DSMES Toolkit for Implementation Process](https://www.cdc.gov/diabetes/dsmes-toolkit)  
(<https://www.cdc.gov/diabetes/dsmes-toolkit>)*

### **Preparation**

1. Read, understand, and follow the [National Standards for DSMES](#).
2. Review [ADA's Standards Checklist](#) or [ADCES's Standard Checklist](#) to ensure the organization meets requirements.
3. Designate a DSMES Coordinator.
  - a. The Quality Coordinator is responsible for all components of DSMES, including evidence-based practice, service design, evaluation, and continuous quality improvement (CQI).
4. Decide who will be part of the DSMES team, including who will teach classes and provide support. You can have community health workers, peer educators, and other staff be involved in teaching as long as the program is supervised by a qualifying healthcare professional (RN, RD, pharmacist) or CDCES (Certified Diabetes Care and Education Specialist).
  - a. Anyone teaching DSMES must submit a transcript or copy of CE certificates for 15 hours of diabetes-related CE obtained within the 12 months prior to the application, OR a copy of a CDE or BC-ADM certificate for each professional team member. Read [details of qualifying CE topics here](#).
5. Purchase a DSMES curriculum through ADA/ADCES or create your own curriculum based on required educational components.
6. Decide on evaluation measures for the program. Must have at least one clinical and one behavioral outcome measure.
7. Prepare educational materials (participant guides, teaching tools, incentives, etc.).
8. If patient referrals will be received from a clinic/healthcare provider, develop a bi-directional referral workflow (report back to the clinic, patient/participants progress).
9. It is highly *recommended* that organizations:
  - o Create a sustainability plan to continue DSMES after the Agreement ends ([www.sustaintool.org](http://www.sustaintool.org)).
  - o Create a written protocol to identify, recruit, and enroll eligible participants.
  - o Create marketing materials.
  - o Create a program budget.

### **Pilot/Teach**

1. Have at least one participant complete the DSMES program.
2. Collect evaluation measures.

### **Apply for Recognition**

1. Choose to apply for recognition through the [American Diabetes Association \(ADA\)](#) or the [Association of Diabetes Care and Education Specialists \(ADCES\)](#). Once you start the application, you have 90 days to submit it.
2. Prepare and upload the documentation for all 10 national standards and documentation from one participant completing the program.
3. Process payment of \$1,100 for one site and \$100 for additional sites. ***There is funding through the Utah Department of Health to pay for the \$1,100 application fee on a first come, first serve basis.*** Work with SLCohD to see if this funding is an option.
4. Annual reports to the accreditation organization are required.
5. Accreditation is valid for 4 years.

## Payment

1. The \$2,500 will be paid in two increments:
  - a. The first \$1,500 will be paid once the DSMES team/coordinator has been formed and the curriculum has been completed.
  - b. The second \$1,000 will be paid after applying for recognition.

## Salt Lake County Agrees to Provide

1. The organization with \$2,500 to fund costs of the DSMES.
2. Technical assistance and trainings regarding DSMES.

Total Amount = \$2,500

By signing below, the organization agrees to complete the activities and submit the required documentation to [healthpromotion@slco.org](mailto:healthpromotion@slco.org) upon approval from SLCoHD staff. The organization agrees to submit a supplier vendor form, if one is not already on file, to receive payment contingent upon ongoing federal government funding for this program.

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

Approved by Salt Lake County Health Department \_\_\_\_\_ Date \_\_\_\_\_

## Resources

1. [DSMES Toolkit](#)
2. [Association of Diabetes Care & Education Specialists \(ADCES\) Accreditation Information](#)
3. [American Diabetes Association \(ADA\) Recognition Information](#)

## Definitions

- **Diabetes Self-Management Education Support (DSMES):** Diabetes Self-Management Education (DSME) is the cornerstone of care for all individuals with diabetes who want to achieve successful health outcomes and avoid complications. The ten-week program is conducted in health care settings, such as physicians' offices and clinics, pharmacies, and hospital outpatient settings. DSME is the active, ongoing process of facilitating the knowledge, skill, and ability necessary for diabetes self-care. The overall objectives of DSME are to support informed decision-making and improved self-care behaviors, encourage effective problem-solving and active collaboration with the healthcare team, and improve clinical outcomes, health status, and quality of life.
- **Certified Diabetes Care and Education Specialist (CDCES):** A Certified Diabetes Care and Education Specialist (CDCES) is a health professional who possesses comprehensive knowledge of and experience in diabetes prevention, prediabetes, and diabetes management. The CDCES educates, supports, and advocates for people affected by diabetes, addressing the stages of diabetes throughout the lifespan. The CDCES promotes self-management to achieve individualized behavioral and treatment goals that reduce risks and optimize health outcomes. A CDCES must pass an exam and maintain CEs for certification.