

POLICY ON DIABETES MANAGEMENT

City of Stow Summer Camp Program



The City of Stow is committed to making its programs and activities available on a nondiscriminatory basis, including to children with disabilities, as required under Title II of the Americans with Disabilities Act (ADA). In accordance with the ADA and its implementing regulation, the City will make reasonable modifications to its policies, practices or procedures when such modifications are necessary to avoid discrimination on the basis of disability, unless the City finds that making such modification would fundamentally alter the nature of the service, program, or activity.

The City recognizes that children with insulin-dependent diabetes who participate in the City's summer camp program may require assistance with diabetes management. The management regime of every child with diabetes may be different and, for this reason, one policy cannot dictate the particular protocol for all individuals. This policy is limited to diabetes management and does not apply to the administration of any other medications.

The City affirms that successful participation of the children and accommodation of the children's needs depend on an actively cooperative relationship and ongoing communication between the parent/guardian of the child and the City.

A. City's Responsibilities:

1. Individualized Assessment and Reasonable Modification

When registering for a particular session or program, a parent/guardian should print a copy of this Policy, a Diabetes Management Plan Form, a Physical Examination Form, Youth Camp Health Exam/Record and Authorization for Administration of Medication available on the Recreation Department website to be filled out by parent/guardian and a healthcare professional.

Within a reasonable amount of time, but in most cases no less than two weeks prior to the first day of the camp session, the City will make an individual assessment of the needs of each child with diabetes on a case-by-case basis and will work with families to provide reasonable modifications in accordance with this Policy and applicable laws. To this end, the City will assess the level of assistance or supervision that is reasonable based upon the situation and will provide whatever assistance is appropriate and consistent with the Diabetes Management Plan. The City may request additional information or guidance from the child's health care provider or parent/guardians, as necessary.

If an agreement cannot be reached for the City to either provide reasonable modifications consistent with the prescribed regimen as set forth in the child's Diabetes Management Plan or an equally effective modification appropriate to the child's individual needs, the City will notify the parent/guardian of its final determination. The determination will document which modifications the City will provide and which modifications it will not provide, demonstrating that the modification not provided would fundamentally alter the nature of its service, program, or activity. At any time, the parent/guardian may file a formal complaint with the City Law Department.

Reasonable modifications may include, but are not limited to, providing the services of a designated caregiver, with appropriate training, to (1) administer blood glucose monitoring tests, (2) operate an insulin pump, (3) administering fast-acting carbohydrates, and (4) administering glucagon while a child with diabetes participates in any summer camp program, whether on City premises or elsewhere while attending the City's summer camp programs.

Notwithstanding the forgoing, in all cases the City will allow the parent/guardian or authorized agent to enter the City's premises to monitor the child's blood glucose levels and take appropriate action in response to those levels. The City will also allow the child to monitor his or her own blood glucose levels and take appropriate action, when the child's parent/guardian has provided the City with the written authorization to do so.

If the child self-identifies, or staff recognizes symptoms of hyperglycemia or hypoglycemia, the City staff will assist the child to check blood sugar and treat the symptoms, and take steps reasonably consistent with the Diabetes Management Plan, and contact the child's Emergency Contact.

2. Training

In accordance with applicable law, if a child with diabetes applies for any session or program, and if requested by a parent/guardian, the City will arrange for a qualified health care professional to provide basic training to appropriate camp personnel. The basic training will include a general overview of diabetes and typical health care needs of diabetics, recognition of common symptoms of hypoglycemia and hyperglycemia, and will discuss ways to get help quickly.

The City will arrange for any camp staff working directly with a camper with diabetes to receive training that enables the City to provide all care required to comply with applicable law, if requested by the parent/guardian. The training will include an overview of diabetes, general information on how to recognize signs and symptoms of hypoglycemia and hyperglycemia, and diabetic care practices related to glucose monitoring and regulating glucagon and insulin administration, including by insulin pump. In addition, depending on the unique needs of the child, training may include information about dietary requirements for individuals with diabetes and training and guidance from parents or guardians of children about any reasonable modifications needed by a child as identified in each child's Diabetes Management Plan. Parents or guardians must provide information and training necessary for staff to be trained with regard to any unique needs of their camper.

B. Parent's/Guardian's Responsibilities:

Within twenty (20) business days prior to the beginning of any session or program, the parent/guardian of a child with diabetes will provide the Parks and Recreation the following:

- (1) a completed Diabetes Management Form, legible and in easy to understand terms, detailing any and all care necessary for the child's management, which is signed by the child's health care provider and signed by the child's parent/ guardian to permit the City to undertake steps indicated on the Diabetes Management Form (Appendix A);
- (2) a completed Physical Exam Form and any other health-related documents deemed relevant by the child's medical provider (Appendix B); and
- (3) a signed general release, if applicable.

For children currently attending a camp program who would require treatment for diabetes for the first time during any session, the parent/guardian must immediately submit the completed Diabetes Management Plan as set forth above, and comply with the remaining aspects of this Policy with sufficient time to allow the City to make good faith efforts for continuation of the camp program consistent with this Policy.

The parents/guardian will be available at the request of the City to attend and participate on the first day of a camp session with the child, or the first day of a camp session following the need for treatment, and, if deemed necessary by either party, to attend a runthrough prior to the first day, and to continue to meet with and advise the staff working with the child about proper diabetes care.

The parent/guardian will be available by phone or have other emergency contacts (which may include the child's health care provider) available by phone each day that the child is participating in a camp session to answer questions regarding the child's management of diabetes care and to approve particular actions related to proper care, when necessary.

The parent/guardian will provide specific information and training about the child's diabetes and particular needs related to diabetes care to the City, and will permit the child's personal health care providers to share information with staff and other health care personnel when necessary to assure the child's safety and compliance with the child's Diabetes Management Plan.

The parent/guardian will promptly inform the City of relevant changes in the child's health status. The parent/guardian will provide, along with instructions about proper maintenance or use of all items, all supplies and equipment necessary for the child's safe participation in all activities.

The parent/guardian will provide and properly maintain all supplies and equipment for the child's diabetes and assist with proper disposal of equipment and supplies. Children may carry their own medical supplies and snacks in a safe fashion that meets local code or safety standards for the care and disposal of medical supplies so that these supplies are in close proximity to the child. When the child cannot hold these supplies, the supplies will be held at the administrative office or health office, or by a staff member.

As applicable, the parent/guardian will furnish all appropriate meals and snacks that are not regularly provided by the City and that are necessary to meet the child's needs. The parent/guardian will also ensure that the carbohydrate content falls within the proper amounts set forth in the Diabetes Management Plan so that the totals will be predetermined and calculated by the parent/guardian. Carbohydrate values will be calculated and provided on labels on each food item provided by the parent/guardian so that the staff may monitor the appropriate use of insulin and insulin pumps or other equipment to administer insulin.

The parent/guardian will check the child's blood sugar levels each morning before the child arrives at camp to ensure they are within the established "target range" in the child's Diabetes Management Plan.

If you have any questions about this Policy, please contact the Parks and Recreation Department at 330-689-5100.