

Lifestyle Coach Application

Online Delivery Platform for National Diabetes Prevention Program (NDPP) or Chronic Disease Prevention & Health Management Programs

Applicant Information

Full Name: _____ Date: _____

Organization with which Coach is Affiliated: _____
(If multiple coaches are applying with the same organization, each coach will need to complete a separate application form.)

City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

Training and Experience

Have you completed Lifestyle Coach Training? ____ No ____ Yes (If yes, please provide the information below)

Lifestyle Coach Training Organization: _____

Date Certified: _____ Number of National DPP Cohorts delivered to date: _____

Organizations NPI Number: _____

(Online programs cannot use in-person NPI number. If Online NPI has not been applied for, please do so and share number once you receive it.)

Organization's CDC Recognition Effective Date: _____

Interest in Online Chronic Disease Prevention & Health Management Programs

Which of the Chronic Disease Prevention & Health Management Programs is your organization interested in utilizing:

- | | | |
|---|--|--|
| <input type="checkbox"/> NDPP | <input type="checkbox"/> Behavioral Health | <input type="checkbox"/> Cancer |
| <input type="checkbox"/> Healthy Lifestyle | <input type="checkbox"/> Family Healthy Weight | <input type="checkbox"/> Oral Health |
| <input type="checkbox"/> Smoking Cessation | <input type="checkbox"/> Health Equity | <input type="checkbox"/> DSMES Enhancement |
| <input type="checkbox"/> Arthritis – Walk With Ease | | |

Interest in Online Chronic Disease Prevention & Health Management Program Delivery

How will you recruit participants for your cohort? _____

How many cohorts do you plan to offer? _____

What is your potential start date? _____

Will you accept participants from outside of your organization? _____

Will you be charging for each participant? _____

If so, how much? _____

Will you be delivering the program to a specific population? _____

(age, race, ethnicity, employees, community, etc) _____

HIPAA Compliance

Participant privacy is essential when developing and implementing a diabetes prevention program. To ensure that organizations are complying with patient standards it is essential that all organizations be compliant with the Health Insurance and Portability Accountability Act (HIPAA). HIPAA requires that anyone who is handling confidential and identifiable health information be HIPAA trained and certified.

I _____ have been trained and informed of the Health Insurance Portability and Accountability Act (HIPAA). Live Your Best SD places a high priority on maintaining the confidentiality of its program participant's information. I understand that I must ensure the privacy of program participants protected health information (PHI) held by Live Your Best SD.

Signature: _____

Program Fidelity for Chronic Disease Prevention & Health Management Programs

HealthyLifestyle.sd.gov Program Fidelity

Fidelity refers to how closely Lifestyle Coaches (Leaders/Facilitators) follow and deliver the curriculum as intended by the program-developers, including consistency of delivery and program timing.

Key Fidelity Elements for the HealthyLifestyle.sd.gov Online platform

The *HealthyLifestyle.sd.gov* Program Administrator will provide Lifestyle Coach fidelity checks including adherence to these key elements:

- Effective use of key program elements including problem solving, brainstorming, and action planning.
- Lifestyle Coaches will have regular interaction with participants.
- Lifestyle Coaches will be prompt to respond to participant's questions, food logs, and other requests within the platform.
- Lifestyle Coach will encourage participants to complete each session including:
 - Video module
 - Weight log
 - Physical activity minute log

I certify that my answers are true and complete to the best of my knowledge. I commit to providing the Chronic Disease Prevention and Health Management program(s) selected above through Live Your Best SD to the fidelity of standards set forth. If I am unable to complete my cohort, I am responsible for finding a replacement coach.

Signature: _____ Date: _____

Program Fidelity for NDPP

HealthyLifestyle.sd.gov National Diabetes Prevention Program Fidelity

Fidelity refers to how closely Lifestyle Coaches (Leaders/Facilitators) follow and deliver the curriculum as intended by the program-developers, including consistency of delivery and program timing. The National DPP is an evidence-based program, which means that the effectiveness has been measured and the results can be replicated if the program is delivered in a consistent manner.

Key Fidelity Elements for the Live Your Best SD Online DPP platform

The HealthyLifestyle.sd.gov Program Administrator will provide Lifestyle Coach fidelity checks including adherence to these key elements:

- Programs offered as designed including:
 - Weekly video sessions offered over sixteen weeks (core); thereafter at least six one-hour sessions offered over six months (post core).
 - Following the curriculum consistently
 - Avoid adding additional topics or outside materials prior to covering the core or post core curriculum for the sessions.
 - Avoid offering medical or alternative health advice.
- Effective use of key program elements including problem solving, brainstorming, and action planning.
- Lifestyle Coaches will be prompt to respond to participant's questions, food logs, and other requests within the platform.
- Per CDC requirements attendance for participants needs to be documented. "Attendance" is met when participants are completing each session's:
 - Video module
 - Weight log (See Appendix F in the CDC Diabetes Prevention and Recognition Program for instructions)
 - Physical activity minute log
- Participants' qualification status (A1C, Gestational Diabetes or Risk Test) will need to be submitted to the Program Administrator by Month 5 of the cohort, so information can be compiled for organization's 6-month CDC data submission.

I certify that my answers are true and complete to the best of my knowledge. I commit to providing the National DPP year-long program through HealthyLifestyle.sd.gov to the fidelity of standards set forth by the Centers for Disease Control and Prevention Diabetes Prevention Program. If I am unable to complete my National DPP cohort, I am responsible for finding a replacement coach.

Signature: _____ Date: _____

Resources

1. CDC's National Diabetes Prevention Program homepage:
<https://www.cdc.gov/diabetes/prevention/index.html>
2. National DPP Customer Service Center <https://nationaldppcsc.cdc.gov/s/>
3. CDC and Prevention Diabetes Prevention Recognition Program Standards and Operating Procedures: <https://www.cdc.gov/diabetes/prevention/pdf/dprp-standards.pdf>
4. Organizational Capacity Assessment for Applicant Organizations to the CDCs DPRP
<https://www.cdc.gov/diabetes/prevention/pdf/capacity-assessment.pdf>
5. National Diabetes Prevention Program Coverage Toolkit <https://coveragetoolkit.org/>
6. National DPP Infographic
<https://www.cdc.gov/diabetes/library/socialmedia/infographics.html#tabs-2-3>
7. "So...Do I have Prediabetes" website for patients <https://doihaveprediabetes.org/>
8. "So...Do I have Prediabetes" Awareness Campaign Toolkit
<http://prediabetes.adcouncilkit.org/>
9. South Dakota Department of Health's Undo the Risk website: www.undotherisk.com
10. South Dakota Diabetes Coalition's "What is Prediabetes" website pages
<http://www.sddiabetescoalition.org/prediabetes-awareness.html>
11. American College of Preventative Medicine DPP Resource Center:
<https://www.acpm.org/page/dppresources>
12. "Successfully Delivering an Online DPP Program" webinar provided by CDC
<https://www.youtube.com/watch?v=xvE-6louSXg>

