

Diabetes Policy

1. Purpose:

YMCA Whittlesea is committed to ensuring all participants are supported in appropriate ways, in a safe environment and in a way that recognises their rights and needs. This policy aims to outline a process of supporting those who are diagnosed with Diabetes and actively supporting them to manage their health when at our programs.

2. Scope:

This Policy and Procedure is applicable to all Community Services staff and management.

3. Policy

The Y is committed to ensuring the safety and wellbeing of people who are diagnosed with diabetes, and is committed to:

- Providing a safe and healthy environment in which people can participate fully in all aspects of the program.
- Actively involving the person diagnosed with diabetes and/or carers in assessing risks, and developing risk minimisation and risk minimisation strategies for them.
- Ensuring that all staff members have adequate knowledge of diabetes and procedures to be followed in the event of a diabetes-related emergency.
- Facilitating communication to ensure the safety and wellbeing of people diagnosed with diabetes.

3.1 Policy Implementation

The Y programs and services must:

- Ensure that a diabetes policy is implemented
- Ensure that the staff have access to Diabetes management strategies/plan
- Ensure that the programs delivered at the service are inclusive of people diagnosed with diabetes
- Ensure that people diagnosed with diabetes are not discriminated against in any way and are able to participate fully in all programs and activities at the service
- Ensure the development of a risk minimisation plan in consultation with the person diagnosed with diabetes and/ or their carer.

- Ensure clear and effective communication continues through period of support.
- Record administration of insulin

4. **Definitions:**

Staff - any person employed by YMCA Whittlesea by either paid employment or contract.

Management -the process of dealing with or controlling things or people.

Diabetes – a disease in which the body's ability to produce or respond to the hormone insulin is impaired, resulting in abnormal metabolism of carbohydrates and elevated levels of glucose in the blood.

Insulin - a hormone produced in the pancreas by the islets of Langerhans, which regulates the amount of glucose in the blood. The lack of insulin causes a form of diabetes.

5. **Related Procedures and Supporting Documents**

- Administration of Medication Policy and Procedure
- Annual Registration and Assessment form
- Diabetes Action and Management Plans
- Medication sign off sheet

6. **Legislative and Industry Requirements**

- NDIS Quality and Safeguard Commission Practice Standards
- NDIS Act

7. **Consequences of Breaching this Policy**

All elements of this policy must be adhered to, and any breach will be dealt with in accordance with the [YMCA Whittlesea Disciplinary and Termination Policy](#).

8. **Policy Owner**

The Community Services Manager is responsible for keeping this policy current, including making amendments as required and regular reviews as scheduled.

9. Document Control

Review of this policy will be undertaken every two years, or prior as required by law, in consultation with appropriate YMCA personnel.

Policy available on Y-MAC>Communication>Manuals and Files>Policies and Procedures

This document is due for review on 30/06/2022.

Version:	Description of Amendment, Approver and Date:	Amended by:	DCR Updated	New Issue Date:	Policy Location:
V1	Policy implementation	Annette Jurisch		30/6/20	Shared:Drive>YMAC>Policies_Final>Community Services