

LIVE WELL @WORK

SAN DIEGO

# Diabetes Prevention Employer Toolkit



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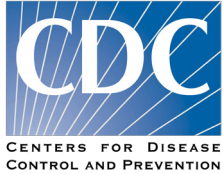
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## The Diabetes Prevention Employer Toolkit

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## Dear Business Partner:

The rising rates of prediabetes and type 2 diabetes are serious workforce health problems for San Diego businesses. As of 2016, 13 million adults in California have prediabetes or undiagnosed diabetes, while another 2.5 million adults have already been diagnosed with diabetes. Specifically in San Diego, as many as 46% of adults are on the path to type 2 diabetes. This is particularly alarming for employers as this translates to an estimated 15 million absent workdays, 120 million workdays with reduced productivity, and 107 million workdays lost due to diabetes-related unemployment nationally.

The good news is that with modest weight loss and healthy lifestyle changes, employees with prediabetes can **reverse their risk** of developing diabetes. According to the Centers for Disease Control and Prevention (CDC), the annual healthcare cost of an employee with diabetes is \$13,700, of which about \$7,900 is directly attributed to diabetes-specific care; in other words, healthcare for employees with diabetes is approximately **2.3 times greater** than the cost of a person without diabetes. For employers, reversing the risk of prediabetes will have a significant impact on the bottom line.

One key strategy for businesses to address prediabetes and reduce associated costs is to support employees in making healthy lifestyle changes. The National Diabetes Prevention Program (DPP) lifestyle change program—led by the CDC—is designed to prevent or delay the onset of type 2 diabetes for those with prediabetes or at risk of developing diabetes. Businesses can include the DPP lifestyle change program as a covered health benefit for employees as a strategy to dramatically reduce their healthcare expenses, as well as to improve the overall health and well-being of employees.

On behalf of the County of San Diego Health and Human Services Agency, we are pleased to offer you the Diabetes Prevention Program Employer Toolkit. As an employer, there are several easy steps you can take to reverse the prevalence of diabetes among your workforce. This toolkit is designed to help you:

- Find out if your health insurance carrier covers the DPP lifestyle change program as a health benefit for your employees;
- Start a discussion with executives and stakeholders about the importance of offering lifestyle change programs, like the DPP lifestyle change program, as a covered benefit and the return-on-investment it can offer; and,
- Increase awareness of prediabetes and promote diabetes prevention among your employees.

Diabetes prevention efforts support *Live Well San Diego*, the County of San Diego's vision of a region that is Building Better Health, Living Safely, and Thriving. As business leaders, you can help build a healthier workforce in San Diego by supporting diabetes prevention.

For more information about DPP lifestyle change programs, please visit [PreventDiabetesSD.org](http://PreventDiabetesSD.org). Thank you for your continued support towards Building Better Health in the San Diego business community.

Sincerely,



Nick Macchione, FACHE  
Agency Director  
Health and Human Services Agency  
County of San Diego



Wilma J. Wooten, M.D., M.P.H.  
Public Health Officer  
Public Health Services  
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## Introduction

Prediabetes affects over 84 million adults in the United States. Research shows that up to 10% of people with prediabetes may progress to diabetes per year—a particularly notable fact given that 90% of people with prediabetes don't know they have it. Type 2 diabetes is one of the chronic diseases that contribute to over 50% of deaths in San Diego. It is also a leading risk factor for cardiovascular disease.

By identifying prediabetes and addressing it early, diabetes can either be prevented or delayed. This action can also decrease the cost of healthcare by preventing diabetes and its complications, such as retinopathy, neuropathy, and nephropathy, as well as cardiovascular disease, and ultimately, death.

So, in the words of an old proverb, an ounce of prevention is worth a pound of cure. In this document, you will learn about prediabetes; the National Diabetes Prevention Program (DPP) and the San Diego DPP lifestyle change program; why it matters to employers; action steps for employers; and resources such as frequently asked questions, templates and talking points to discuss diabetes prevention with health insurance carriers and employees, and customizable outreach materials for prediabetes awareness. For more information about diabetes, see [Appendix A](#) of the toolkit.

NEARLY HALF OF ADULT SAN DIEGANS ARE ON THE PATH TO DIABETES. THAT'S OVER 1 MILLION ADULTS, WHICH IS ENOUGH TO FILL PETCO PARK 23 TIMES.

Reverse Your Risk. Visit [PreventDiabetesSD.org](http://PreventDiabetesSD.org)



## About the San Diego Diabetes Prevention Employer Toolkit

The San Diego Diabetes Prevention Employer Toolkit is intended to be a resource for employers who are interested in decreasing their business's healthcare costs, increasing productivity and employee retention, and improving employee health. The toolkit consists of introductions to both prediabetes, and the Diabetes Prevention Program (DPP) lifestyle change program, as well as an explanation for why prediabetes matters to employers. This toolkit also lays out simple action steps employers can take and includes free, customizable resources. Specifically, the action steps include:

- **Determining if the DPP lifestyle change program is already a covered benefit.** If it isn't, the toolkit provides simple guidance and talking points for starting a conversation with your health insurance provider about making it available.
- **Strategies to encourage program support** from executives and other key stakeholders.
- **Easy-to-follow guidance** on promoting prediabetes awareness and the DPP lifestyle change program to your employees.

Any worthwhile investment requires some legwork to make it happen. This toolkit and appendices were developed to help employers move through the process as seamlessly as possible. Users are encouraged to click on [light blue](#) hyperlinked text to further explore the content and resources of the toolkit. For optimal functionality, use Google Chrome to access hyperlinked text. For more information about the San Diego Diabetes Prevention Program Network, go to [PreventDiabetesSD.org](http://PreventDiabetesSD.org).

## What is Prediabetes?

**Prediabetes** is a serious health condition where blood sugar levels are higher than normal, but not yet high enough to be diagnosed as type 2 diabetes (1). Prediabetes increases a person's risk for type 2 diabetes, heart disease, and stroke.

Although one in three U.S. adults—**nearly 84 million Americans**—are estimated to have prediabetes, 9 out of 10 are unaware (2). A recent study found that 55% of California adults have diabetes or prediabetes and nearly half of adults in San Diego are on the path to diabetes (3).

**Diabetes** is a chronic condition with complications that can drastically affect both quality of life and life expectancy. Type 2 diabetes accounts for 90% to 95% of diabetes cases and is directly associated with age, obesity, physical inactivity, family history of diabetes, and/or a personal history of gestational diabetes (4).

**Type 2 diabetes** can lead to many serious health issues, including heart disease, stroke, blindness, kidney disease, and nerve damage (3). **Type 2 diabetes can be delayed—or even prevented—by making two relatively simple lifestyle changes: losing weight and increasing physical activity** (5). For more information about diabetes, see [Appendix A](#) of this toolkit.

Employers often shoulder the financial burden of type 2 diabetes through healthcare costs, decreased employee productivity, and more. In order to reverse the risk of prediabetes developing into type 2 diabetes, it is crucial that high-risk individuals be identified, screened, tested, and then referred to evidence-based Diabetes Prevention Program (DPP) lifestyle change programs.

Employers are in a unique position to help combat diabetes and it is crucial to take action now. This toolkit outlines three action steps that can have a significant impact: ask if the DPP lifestyle change program is a covered health benefit, discuss the benefits of offering the DPP lifestyle change program with executives and stakeholders, and promote diabetes prevention to employees.

Type 2 diabetes can be delayed—or even prevented—by making two relatively simple lifestyle changes: **losing weight and increasing physical activity.**



Figure 1: Prevalence of prediabetes



# About the National Diabetes Prevention Program

The [National Diabetes Prevention Program](#) (National DPP) is a partnership of public and private organizations that advance type 2 diabetes prevention efforts in the United States. The National DPP was established by the Centers for Disease Control and Prevention (CDC) and provides an evidence-based framework for diabetes prevention lifestyle change programs throughout the United States.

## Diabetes Prevention Program (DPP) Lifestyle Change Program Overview

People with prediabetes—or at risk of—may prevent or delay the onset of type 2 diabetes by participating in a CDC-led Diabetes Prevention Program (DPP) lifestyle change program. The DPP lifestyle change program is a year-long, evidence-based, and cost-effective program developed specifically for people with prediabetes in order to prevent the progression to type 2 diabetes. Research shows that lifestyle changes can reduce the risk of developing type 2 diabetes by as much as 58% in people with prediabetes (6). Additionally, prevention or delay of type 2 diabetes and reduced cardiovascular risk factors have been shown to last for at least ten years (6). The program is a great way to empower people to take charge of their health and well-being.



Figure 2: About the National DPP lifestyle change program. Adapted from [National Diabetes Prevention Program](#), Centers for Disease Control and Prevention, 2017

## The San Diego DPP Lifestyle Change Program

Most San Diego DPP lifestyle change programs are coordinated by the San Diego Diabetes Prevention Program Network, a partnership of local organizations working to prevent diabetes in San Diego County. Because San Diego DPP lifestyle change programs are offered in various settings, businesses can choose the lifestyle change program that works best for their employees. Employers can host a DPP lifestyle change program at their worksite, coordinate with an existing lifestyle change program in the community, or direct employees to an online DPP lifestyle change program. Find local San Diego DPP lifestyle change program providers by visiting [PreventDiabetesSD.org](http://PreventDiabetesSD.org).



## Program Structure

The DPP lifestyle change program is a year-long program where participants learn to take charge of their health by eating healthy foods and integrating physical activity into their daily lives (7). Through modest behavior changes, participants aim to lose 5% to 7% of their body weight—this is equivalent to 10 to 14 pounds for a 200-pound person (7).

The DPP lifestyle change program provides peer support, coaching, and helps participants develop the necessary problem-solving, stress-reduction, and coping skills to ensure long-lasting changes (7). The DPP lifestyle change program is effective across all racial/ethnic groups, genders, and adult age groups (8).

The DPP lifestyle change program is broken down into two six-month periods. During the first six months, participants meet once a week and learn how to:

- Eat healthy without giving up all the foods they love.
- Add physical activity to their lives, even if they think they don't have the time.
- Manage stress.
- Cope with challenges that can derail their hard work, such as how to choose healthy food when eating out.
- Get back on track if they stray from their plan.

During the second six months, meetings are held once or twice a month. To ensure participants' long-term success, the curriculum focuses on enhancing and maintaining the changes made during the first half of the program.



Figure 3: About the DPP lifestyle change program. Adapted from [Prevent Diabetes: The National Diabetes Prevention Program](#), American Medical Association, 2017

## Why it Matters to Employers

Prediabetes is a serious health problem that adversely affects San Diego's economy and workforce. In 2012, the total national cost of diagnosed diabetes was \$245 billion (9). **Employers can help prevent type 2 diabetes by providing healthcare coverage for the DPP lifestyle change program in San Diego.** By offering and incentivizing employees to participate in the DPP lifestyle change program, employers can help their employees prevent or delay type 2 diabetes along with the associated conditions that can directly impact an employer's bottom line.

### Lower Healthcare Costs

Research shows that employers who invest in prevention can improve productivity and lower healthcare costs: for every \$1 spent on prevention, \$5.60 can be saved in healthcare-related spending (10). Because diabetes is preventable, employers who offer the DPP lifestyle change program can potentially reduce healthcare expenses dramatically: the annual healthcare cost of an employee with diabetes is \$13,700, of which about \$7,900 is due to diabetes; in other words, **healthcare for employees with diabetes is approximately 2.3 times greater than the cost of a person without diabetes** (9). For a company of 10,000 employees, this calculates to over \$1.38 million dollars in added expenses for diabetes-related healthcare each year (11).

With no intervention, 15% to 30% of your employees with prediabetes may develop type 2 diabetes within five years (12). Therefore, it is not only better for employees' health, but also much more cost-effective to prevent diabetes than to treat the consequences of the disease.

DPP Lifestyle Change  
Program Cost:  
\$500 Per Employee

---

Annual Diabetes Cost to  
Employer:  
\$7,900 Per Employee

### Increased Productivity and Employee Retention

Diabetes accounts for 15 million absent workdays, 120 million workdays with reduced productivity, and 107 million workdays lost due to diabetes-related unemployment annually (11). Additionally, productivity losses related to personal and family health problems cost employers in the United States \$225.8 billion annually (13). Research shows that providing the DPP lifestyle change program as a covered health benefit may increase employee retention and reduce absenteeism (14), which can reduce the potential financial burden of diabetes on employers.

Action Step 1

Action Step 2

Action Step 3

## Action Steps for Employers

There are three important steps that employers can take to make the Diabetes Prevention Program (DPP) lifestyle change program available to employees:

- **First**, figure out if the DPP lifestyle change program is a covered health benefit.
- **Second**, discuss the DPP lifestyle change program with executives and stakeholders.
- **Third**, promote diabetes prevention to employees.

The following section outlines these steps and provides specific resources to make diabetes prevention resources more accessible to your employees.

1

### Action Step 1:

#### Ask if the DPP Lifestyle Change Program is a Covered Health Benefit

Explore implementing the DPP lifestyle change program within your business through your healthcare plan(s). While many healthcare plans offer chronic disease management programs, these focus on managing existing diseases. The DPP lifestyle change program is an evidence-based program developed specifically to prevent type 2 diabetes. Contact your health insurance carrier(s) and ask if the DPP lifestyle change program is a covered health benefit for your employees.

### If the DPP Lifestyle Change Program is a Covered Benefit...

Great! Find out coverage details from your business's health insurance carrier(s). Consider the following questions:

- What do you need for enrollment?
- Are there any situations where the DPP lifestyle change program would not be covered?
- Are there any conditions for enrolling in the program?
- What percentage of the program cost is covered?
- What happens if someone drops out of the program?
- How do you find and connect with local DPP lifestyle change program providers who accept this insurance benefit?

## Action Step 1

## Action Step 2

## Action Step 3

## If the DPP Lifestyle Change Program is NOT a Covered Benefit...

### Talk to Your Health Insurance Carrier

Start a discussion with your health insurance carrier(s) about how to add the DPP lifestyle change program as a covered benefit for employees. See the sample letter in [Appendix B](#) for an example of how to get the conversation started. You can also ask the following questions:

- Which chronic disease prevention or treatment programs are included?
- Why is the DPP lifestyle change program not a covered benefit?
- Can you explain how coverage of this program could work and if there are any conditions that we should be aware of regarding coverage?
- What would be the total additional cost for adding the program as a benefit?
- What would be the additional cost per program participant?

### Or, Consider Covering DPP lifestyle change program Costs Directly

If your health insurance carrier(s) are not prepared to cover the DPP lifestyle change program, assess if your business can cover all, or a portion, of the costs for eligible employees as part of your organization's wellness program. Here are some steps you might take:

- [Locate a local DPP lifestyle change program provider](#) and discuss the possibility of partnering to offer the program to your employees.
- [Determine the cost per participant](#) and a payment structure. Find out what works best for your worksite and the DPP lifestyle change program provider(s). Some options include:
  - The employer pays the entire cost of the program and employees participate free of charge.
  - The employer covers part of the cost and employees pay the rest.
  - Employees pay up-front, or monthly, and are reimbursed by the employer after meeting specific program milestones.

Go to [Appendix C](#) to read recommendations from the Centers for Disease Control and Prevention and the American Medical Association (AMA) on how to start a DPP lifestyle change program.

Action Step 1

Action Step 2

Action Step 3

2

## Action Step 2:

### Discuss the DPP Lifestyle Change Program with Executives and Stakeholders

Both the American Medical Association (AMA) and the Centers for Disease Control and Prevention (CDC) offer no-cost tools to help employers and health insurance carriers identify the return-on-investment (ROI) and evaluate the impact of Diabetes Prevention Program (DPP) lifestyle change program coverage. To inform executives and stakeholders of the benefits of offering the DPP lifestyle change program to employees, use the no-cost tools outlined below along with the [San Diego DPP Lifestyle Change Program Provider List](#), the [San Diego DPP Lifestyle Change Program Overview Fact Sheet](#), and the presentation resources provided at the end of this section, to guide your conversations.

#### 1. Evaluate ROI

The AMA DPP Cost Saving Calculator helps employers calculate the potential ROI for their organization. Even a small business can see savings in less than three years by reducing employees' risk for developing type 2 diabetes.

- First, review your healthcare claims data in order to estimate the size of your workforce with prediabetes.
- Then, visit the [AMA DPP Cost Saving Calculator](#) to analyze potential cost savings for your company over a three-year period. Simply follow the prompts and enter your organization's information into the calculator.

**AMA DPP COST SAVING CALCULATOR**

Your organization type:

Your insured population size (age 18+):

Prevalence:

Your anticipated enrollment <sup>?</sup>

Low range	<input type="text" value="10 %"/>
High range	<input type="text" value="50 %"/>

Your anticipated completion <sup>?</sup>

Low range	<input type="text" value="40 %"/>
High range	<input type="text" value="70 %"/>

**RESET VALUES** **CALCULATE**

*Analyze potential cost savings with the AMA DPP Cost Saving Calculator*

## Action Step 1

## Action Step 2

## Action Step 3

## 2. Evaluate Impact: Costs and Benefits Analysis

Visit the CDC [Diabetes Prevention Impact Toolkit](#) to find an interactive, comprehensive online tool that provides estimates of:

- The total cost of delivering the DPP lifestyle change program or similar lifestyle change program.
- The total health benefit resulting from the program.
- Life years gained and quality-adjusted life years saved.
- Cost-effectiveness of the lifestyle change program.

## 3. Find Local DPP Lifestyle Change Program Providers

Connect with your local San Diego DPP lifestyle change program providers for resources and assistance. Talk to them about how to bring the program to your employees. An updated DPP lifestyle change program provider list is available at [www.PreventDiabetesSD.org](http://www.PreventDiabetesSD.org), or search for San Diego on the [National DPP registry](#).

## 4. Present the Information to Management, Employees, and Other Stakeholders

Once you identify San Diego DPP lifestyle change program providers and evaluate ROI and impact, you will have the information you need to discuss the benefits of offering the DPP lifestyle change program as a covered health benefit. To help facilitate discussions with management, employees, and stakeholders, you are encouraged to customize and use the presentation slides and other resources found in this toolkit.

- [Presentation slides](#) to introduce prediabetes and the National DPP from Prevent Diabetes STAT: Screen, Test, Act – Today™ (Prevent Diabetes STAT).
- [Presentation slides](#) about prediabetes in the workplace from Prevent Diabetes STAT.
- [Presentation slides](#) about the benefits of providing the DPP lifestyle change program as a covered health benefit from the AMA.
- [An infographic](#) and [a fact sheet](#) about prediabetes and diabetes in the workplace from Prevent Diabetes STAT.
- [An infographic](#) about the Diabetes Prevention Program and the benefits of the lifestyle change program from the AMA.
- [Presentation slides](#) about the trends in diabetes and obesity in the United States from the CDC.
- [Statistics from a 2017 report](#) about the burden of diabetes in the United States from the CDC.
- Also, see [Appendices D and E](#) of this toolkit for a sample email to your employees and suggested talking points for discussing the DPP lifestyle change program with decision makers and insurance carriers.



Action Step 1

Action Step 2

Action Step 3

3

### Action Step 3:

## Promote Diabetes Prevention to Your Employees

Employees need to be made aware of the benefits of reversing the risk of diabetes. For example, the Diabetes Prevention Program (DPP) lifestyle change program can positively affect employees in a number of ways, including:

- Fewer sick days resulting from improved health of employees and their families.
- Learning new self-management and coping skills.
- Developing a social support system to help sustain new health and wellness skills.
- Increased well-being, self-image, and self-esteem.
- Improved coping skills with stress or other factors affecting health.
- Increased job satisfaction.
- A safer and more supportive work environment.
- An opportunity to incorporate healthy behaviors into their daily routine.

Several customizable sample outreach materials and templates are included in [Appendix F](#) of this toolkit for your use.

Use the Prediabetes Risk Assessment Test to encourage employee self-assessment in company newsletters, online outreach, or at health fairs.

**DO YOU HAVE PREDIABETES?**  
Prediabetes Risk Test

Write your name in the box: \_\_\_\_\_

**1 How old are you?**  
Less than 40 years (0 points)  
40-49 years (1 point)  
50-59 years (2 points)  
60 years or older (3 points)

**2 Are you a woman or a man?**  
Men (1 point) Women (0 points)

**3 If you are a woman, have you ever been diagnosed with gestational diabetes?**  
Yes (1 point) No (0 points)

**4 Do you have a mother, father, sister, or brother with diabetes?**  
Yes (1 point) No (0 points)

**5 Have you ever been diagnosed with high blood pressure?**  
Yes (1 point) No (0 points)

**6 Are you physically active?**  
Yes (2 points) No (1 point)

**7 What is your weight status?**  
Low (Less than 10%) \_\_\_\_\_  
Add up your score: \_\_\_\_\_

**If you scored 5 or higher:**  
You're likely to have prediabetes and are at high risk for type 2 diabetes. However, early action can help for some. If you have a score of 2, you have or had prediabetes. In conditions that prediabetes, type 2 diabetes or other blood glucose levels are higher than normal. Ask your doctor to see if additional testing is needed.

**LOWER YOUR RISK**  
Having the prediabetes test provides with useful steps to take to prevent or reverse it. You can also learn more about the test at [www.PreventDiabetes.org](http://www.PreventDiabetes.org).  
You're at high risk, the best thing to do is contact your doctor to get additional testing.  
Visit [www.PreventDiabetes.org](http://www.PreventDiabetes.org) for more information on how to make small lifestyle changes to help lower your risk.

For more information, visit us at [www.PreventDiabetes.org](http://www.PreventDiabetes.org)

For an English version, find it online here or print here.

**¿TIENE PREDIABETES?**  
Prueba de riesgo de la diabetes

Escriba su nombre en el espacio: \_\_\_\_\_

**1 ¿Qué edad tiene?**  
Menos de 40 años (0 puntos)  
40-49 años (1 punto)  
50-59 años (2 puntos)  
60 años o más (3 puntos)

**2 ¿Es usted hombre o mujer?**  
Hombres (1 punto) Mujeres (0 puntos)

**3 ¿Si es mujer, ¿tuvo alguna vez diabetes gestacional (diabetes durante el embarazo)?**  
Sí (1 punto) No (0 puntos)

**4 ¿Tiene familiares (madre, padre, hermanos) que padecan diabetes?**  
Sí (1 punto) No (0 puntos)

**5 ¿Si es mujer, ¿tuvo alguna vez diabetes gestacional (diabetes durante el embarazo)?**  
Sí (1 punto) No (0 puntos)

**6 ¿Es usted físicamente activo?**  
Sí (2 puntos) No (1 punto)

**7 ¿Cuál es su estado de peso?**  
Bajo (Menos del 10%) \_\_\_\_\_  
Agregue su puntaje: \_\_\_\_\_

**Si su puntaje es 5 o mayor:**  
Es probable que tenga prediabetes y está en alto riesgo de desarrollar diabetes tipo 2. Sin embargo, la acción temprana puede ayudar a algunas personas. Si su puntaje es 2, usted tiene o tuvo prediabetes. En condiciones que prediabetes, la diabetes tipo 2 o otros niveles de azúcar en la sangre son más altos de lo normal. Pregunte a su médico si necesita más pruebas.

**REDUZCA SU RIESGO**  
Hacer la prueba de prediabetes brinda información útil sobre los pasos que puede tomar para prevenir o revertir la prediabetes. Puede aprender más sobre la prueba en [www.PreventDiabetes.org](http://www.PreventDiabetes.org).  
Usted está en alto riesgo, lo mejor que puede hacer es contactar a su médico para que pueda hacerle más pruebas.  
Visite [www.PreventDiabetes.org](http://www.PreventDiabetes.org) para obtener más información sobre cómo hacer pequeños cambios en su estilo de vida para ayudar a reducir su riesgo.

Para obtener más información, visite nos en [www.PreventDiabetes.org](http://www.PreventDiabetes.org)

For a Spanish version, find it online here or print here.



## Action Step 1

## Action Step 2

## Action Step 3

### Online outreach and prediabetes awareness activities may include:

- Promoting DPP lifestyle change program participation through company [emails](#), posts on your organization's intranet, or an announcement in your employee newsletter.
- Utilizing [social media](#) channels to promote your business as a supporter of diabetes prevention.
- Including a link to an [online version of the Prediabetes Risk Assessment Test](#) to encourage employees to find out if they are at risk for prediabetes.

### In-person resources and activities could include:

- Hanging [informational posters](#) on your wellness board or other employee common areas to increase employee awareness of prediabetes and availability of DPP lifestyle change program classes. See a sample promotional flyer in [Appendix F](#) of this toolkit.
- Asking employees to take the [Prediabetes Risk Assessment Test](#) and promote DPP lifestyle change program participation for those who are eligible (based on risk assessment results). See [Appendices G and H](#) for step-by-step guidance on promoting prediabetes awareness at [employee wellness fairs](#) or [biometric screening events](#).
- Hosting a diabetes prevention informational session at your worksite. Invite a local DPP lifestyle change program provider who accepts your health insurance to present. Support program participation by offering incentives to enroll.
- Offering a DPP lifestyle change program at your worksite to make attending classes convenient for employees.
- Offering incentives for employees who participate in the DPP lifestyle change program. Consider discussing incentive options with your health insurance carrier(s).

### Additionally, consider partnering with your health insurance carrier:

- Ask your health insurance carrier(s) how they can help promote the DPP lifestyle change program. Request that they include program information with billing statements, send targeted mailing for people with prediabetes markers, and include program promotional flyers with benefit enrollment materials.

Note: See [Appendix F](#) of this toolkit for a variety of diabetes prevention-related outreach and educational materials.

## Conclusion

Businesses that choose to offer the Diabetes Prevention Program (DPP) lifestyle change program as a covered healthcare benefit are taking a proactive approach to strengthen their bottom line through such benefits as decreasing future healthcare costs, decreasing employee absenteeism, and increasing employee productivity. Choosing not to prioritize diabetes prevention for employees may have a significant impact on your organization. With a conversion rate of 5% to 10% per year from prediabetes to diabetes, the situation for employers is desperate (15).

There are some very simple actions you can take. **First**, ask if the DPP lifestyle change program is a covered health benefit; **next**, discuss the benefits of offering the DPP lifestyle change program with executives and stakeholders; and **then**, promote diabetes prevention to employees.

To support your diabetes prevention efforts in the workplace, the appendices of this toolkit provide additional information and tools such as: an overview of the types of diabetes; a template letter to your health insurance carrier about offering the DPP lifestyle change program as a covered benefit; guidance to start a DPP lifestyle change program; a template email to discuss diabetes prevention with your employees; talking points for discussing the DPP lifestyle change program with decision makers; outreach and educational materials for print and online use; step-by-step guides to conduct a health fair event and a biometric screening event; a list of frequently asked questions; a glossary with acronyms; and a compilation of additional links and resources.

In conclusion, management of type 2 diabetes is a far more expensive venture than investing in early identification and prevention strategies for your employees. The DPP lifestyle change program is designed for people with the greatest risk for developing type 2 diabetes. By offering the program, your business targets an increasing expense with a cost-effective intervention that has been proven to work.

**With a conversion rate of 5% to 10% per year from prediabetes to diabetes, the situation for employers is desperate.**

## References

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# Appendices

All resources and materials in the appendices are free of charge and can be downloaded from [PreventDiabetesSD.org](https://PreventDiabetesSD.org). Please customize and use as needed to promote diabetes prevention for your employees.

## Resources in this section include:

[Appendix A: Diabetes: The Basics](#)

[Appendix B: Sample Letter to Your Health Insurance Carrier](#)

[Appendix C: Offer a Diabetes Prevention Program Lifestyle Change Program](#)

[Appendix D: Sample Email to Your Employees](#)

[Appendix E: Talking Points: Discuss the Diabetes Prevention Program Lifestyle Change Program with Decision Makers and Insurance Carriers](#)

[Appendix F: Outreach and Educational Materials](#)

[Appendix G: How to Conduct a Health Fair Event](#)

[Appendix H: How to Conduct a Biometric Screening Event](#)

[Appendix I: Frequently Asked Questions](#)

[Appendix J: Glossary and Acronyms](#)

[Appendix K: Additional Links and Resources](#)

# Appendix A

## Diabetes: The Basics

**Diabetes** occurs when there is too much glucose (sugar) in the bloodstream. The three most frequently diagnosed forms are type 1 diabetes, type 2 diabetes, and gestational diabetes.

**Type 1 diabetes** occurs when the body's immune system attacks and destroys the insulin-producing cells in the pancreas, leaving the body unable to make enough insulin for its needs (1). Type 1 diabetes can occur at any age, but it is usually diagnosed in children and young adults. It accounts for about 5% of diagnosed diabetes in U.S. adults (1).

**Type 2 diabetes** is different in that it typically begins as insulin resistance—a disorder in which the pancreas makes adequate amounts of insulin, but the cells are not able to use it properly. Type 2 diabetes is the most commonly diagnosed form of diabetes, accounting for approximately 90% to 95% of diagnosed diabetes in U.S. adults (2). Recent statistics show that type 2 diabetes is more prevalent among American Indians/Alaska Natives, African Americans, and people of Hispanic ethnicity (3). Current expectations are that as many as two out of every five Americans will develop type 2 diabetes during their lifetime (4).

**Gestational diabetes** is a form of diabetes that develops during pregnancy. Blood sugar usually returns to normal soon after delivery; however, women who have had gestational diabetes are at risk for developing type 2 diabetes.

## Diabetes Risk Factors

Risk factors for type 1 diabetes are relatively unknown; however, studies have shown that certain autoimmune, genetic, and environmental factors can interact to increase an individual's risk for type 1 diabetes. Although it can develop at any age, type 1 diabetes usually occurs in children and young adults (1).

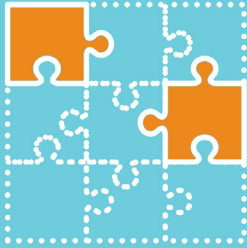
Certain factors, some modifiable and others not, can increase a person's risk of developing type 2 diabetes. They include:

- Having prediabetes
- Being overweight or obese
- Being age 45 or older

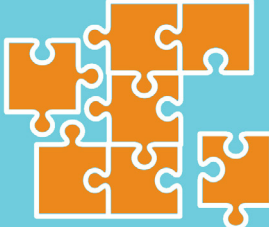
### TYPE 1

**BODY DOESN'T MAKE ENOUGH INSULIN**

- Can develop at any age
- No known way to prevent it



### TYPE 2



**BODY CAN'T USE INSULIN PROPERLY**

- Can develop at any age
- Most cases can be prevented

Adapted from [A Snapshot: Diabetes in the United States](#), Centers for Disease Control and Prevention, 2017

- Having a parent, brother, or sister with diabetes
- Being physically active less than three times a week
- Having a history of gestational diabetes or giving birth to a baby weighing more than nine pounds
- Having a family background of African American, Hispanic/Latino American, American Indian, Asian American, or Pacific Islander

For more information about the causes, symptoms, and risks of type 1, type 2, and gestational diabetes, talk to a medical professional.

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## References

1. Centers for Disease Control and Prevention. (2011). National diabetes fact sheet: National estimates and general information on diabetes and prediabetes in the United States, 2011. Atlanta, GA: US Department of Health and Human Services. Retrieved from [https://www.cdc.gov/diabetes/pubs/pdf/ndfs\\_2011.pdf](https://www.cdc.gov/diabetes/pubs/pdf/ndfs_2011.pdf)
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## Appendix B

### Sample Letter to Your Health Insurance Carrier<sup>1</sup>

<HEALTH INSURANCE CARRIER NAME>

<HEALTH INSURANCE CARRIER ADDRESS>

Dear <HEALTH INSURANCE CARRIER>:

In order to ensure the health and wellness of our employees and take control of rising diabetes-related costs, <WORKSITE NAME> would like to add the National Diabetes Prevention Program (DPP) lifestyle change program as a covered health benefit for all employees.

The Centers for Disease Control and Prevention (CDC) provides an evidence-based framework for diabetes prevention lifestyle change programs based on research funded by the National Institutes of Health. Research showed, among those with prediabetes, a 58% reduction in the number of new cases of diabetes overall, and a 71% reduction in new cases for those over age 60. The program empowers patients with prediabetes to take charge of their health and well-being. Participants meet in groups with a trained lifestyle coach for 16 weekly sessions and six to eight monthly follow-up sessions.

Offering the DPP lifestyle change program has financial benefits, as well as health benefits. Lifestyle change interventions are cost-effective and, in some cases, cost saving through reductions in healthcare spending. For instance, a study funded by CDC and the National Institutes of Health showed a statistically significant cost savings averaging \$129 per participant after three years. Of the average \$13,700 annual medical costs of a person with diabetes, about \$7,900 is directly attributable to the disease. In contrast, the average annual cost of offering a lifestyle change program that can cut a person's risk of type 2 diabetes in half is about \$500 per employee, depending on factors such as promotion, recruitment, staff, facilities, and logistics costs.

The DPP lifestyle change program produces results and is cost-effective. As part of our worksite's dedication to the prevention of chronic disease, we request that the DPP lifestyle change program be offered as part of our health insurance package for employees. Please contact <NAME> at <EMAIL> or <PHONE> for further discussion of this matter. I look forward to speaking with you soon.

Sincerely,

<NAME>

<BUSINESS NAME>

<PHONE NUMBER>

<EMAIL ADDRESS>

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<sup>1</sup> Adapted from Lorain County General Health District and YMCA of Greater Cleveland. (n.d.). Worksite coverage of the diabetes prevention program (DPP): Sample letter/email to health insurance company. Retrieved from [https://www.loraincountyhealth.com/files/resources/DPP\\_Toolkit\\_Final\\_\\_1\\_.pdf](https://www.loraincountyhealth.com/files/resources/DPP_Toolkit_Final__1_.pdf)



# Appendix C

## Offer a Diabetes Prevention Program Lifestyle Change Program<sup>1</sup>

About 1 out of 3 American adults has prediabetes—that's 84 million people. People with prediabetes are at higher risk of heart attack, stroke, and type 2 diabetes. Type 2 diabetes puts people at risk for many serious health problems, including:

- Heart attack
- Stroke
- Blindness
- Kidney failure
- Loss of toes, feet, or legs

Fortunately, having prediabetes doesn't mean a person will develop type 2 diabetes. Type 2 diabetes can be prevented. The Centers for Disease Control and Prevention (CDC)-recognized Diabetes Prevention Program (DPP) lifestyle change program can help people prevent or delay type 2 diabetes and improve their overall health.

### Why offer a DPP lifestyle change program?

Prediabetes is a serious health problem that adversely affects San Diego's economy and workforce. In 2012, the total national cost of diagnosed diabetes was \$245 billion, up 41% over a five-year period (1). By offering a DPP lifestyle change program, employers can help their employees prevent or delay type 2 diabetes along with the associated conditions that can directly impact an employer's bottom line.

In addition, here are some other reasons to consider offering a DPP lifestyle change program:

- The DPP lifestyle change program is science-based and proven to be effective. Studies have shown that people with prediabetes who take part in a structured lifestyle change program and lose 5% to 7% of their body weight through healthier eating and 150 minutes of physical activity per week can cut their risk of developing type 2 diabetes by 58% (71% for people over 60 years old). Lifestyle change programs can reduce the risk of heart attack and stroke associated with prediabetes and improve participants' overall health.
- The DPP lifestyle change program is a natural complement to existing worksite wellness efforts.
- Upon recognition from the CDC, your DPP lifestyle change program will be part of the CDC's national database. This could result in increased visibility and credibility to your organization's diabetes prevention efforts.

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<sup>1</sup> Adapted from Smith, T. M (2017). 6 steps to starting your own diabetes prevention program. Retrieved from <https://wire.ama-assn.org/delivering-care/6-steps-starting-your-own-diabetes-prevention-program>

## How to start a DPP lifestyle change program

Six steps to starting your own DPP lifestyle change program:

1. **Find room in your budget** to make sure the program is adequately resourced. Although Medicare covers CDC-recognized DPP lifestyle change programs, many of the nation's 84 million people are not covered by Medicare.
2. **Identify key staff members** to administer and run the program. Pick staff members who are good with people and comfortable speaking in front of a group. Additionally, it is important to pick staff who will learn the CDC's training materials thoroughly.
3. **Get trained** to be a lifestyle coach. Sign up with a CDC-approved training program. [Click here](#) for more information on the CDC's website.
4. **Download and organize the materials.** The up-to-date CDC-approved program materials are titled Prevent T2 and are [available online](#). Given the high volume of information, it is best to organize the materials so that it is easy to reference for staff and participants. [Click here](#) for frequently asked questions about the Prevent T2 curriculum materials.
5. **Locate a meeting space.** Identify a location that works best for your staff and potential participants. Consider proximity to public transportation, such as bus stops or trolley stations, and other barriers to access that may affect a person's likelihood to participate.
6. **Recruit participants.** [Click here](#) for the resources from the CDC on recruiting and retaining participants.

For more information on the National Diabetes Prevention Program, please visit the CDC's website at [www.cdc.gov/diabetes/prevention](http://www.cdc.gov/diabetes/prevention). Also, connect with like-minded professionals through the San Diego Diabetes Prevention Program Network—[contact us here](#).

### Resources to get started:

- [CDC Standards and Operating Procedures](#)
- [CDC Organizational Capacity Assessment](#)
- [Applying to the CDC Diabetes Prevention Recognition Program \(DPRP\)](#)
- [Prevent T2 Curriculum](#)
- [Submitting the Evaluation Data](#)
- [Online Learning Community for Lifestyle Coaches](#)

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### References

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# Appendix D

## Sample Email to Your Employees<sup>1</sup>

Dear <WORKSITE NAME> staff,

<WORKSITE NAME> is excited to provide you with a proven, effective way for you to better your health. The Diabetes Prevention Program (DPP) lifestyle change program is proven to help participants lose weight and reduce their risk of type 2 diabetes. The program is now offered as a covered benefit under our health plan.

Did you know that one in three American adults has prediabetes? Prediabetes means your blood glucose (sugar) is higher than normal but not high enough to be diabetes. Without lifestyle changes, many people with prediabetes may develop type 2 diabetes within five years.

The DPP lifestyle change program focuses on simple lifestyle changes to help you lose weight, eat healthier, and live a more active lifestyle to reduce your risk of developing type 2 diabetes. Results have shown that participating in the DPP lifestyle change program can reduce the risk for developing type 2 diabetes by more than 55%!

To find out if you are at risk for type 2 diabetes and qualify for this program, take the Prediabetes Risk Test at [DoiHavePrediabetes.org/Prediabetes-Risk-Test.html](https://DoiHavePrediabetes.org/Prediabetes-Risk-Test.html).

DPP classes will be offered at <LOCATION>, and will only require one hour per week for the first 16 weeks, then one-to-two hours per month for the remainder of the year.

Incentives will be offered for enrollment and completion of the DPP lifestyle change program including <INCENTIVE 1> and <INCENTIVE 2>.

Should you have further questions about the program please contact <NAME> at <EMAIL> or <PHONE>.

Sincerely,

<NAME>

<BUSINESS NAME>

<PHONE NUMBER>

<EMAIL ADDRESS>

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<sup>1</sup> Adapted from Lorain County General Health District and YMCA of Greater Cleveland. (n.d.). Worksite coverage of the diabetes prevention program (DPP): Email to staff with risk assessment links. Retrieved from [https://www.loraincountyhealth.com/files/resources/DPP\\_Toolkit\\_Final\\_\\_1\\_.pdf](https://www.loraincountyhealth.com/files/resources/DPP_Toolkit_Final__1_.pdf)

## Appendix E

### Talking Points: Discuss the Diabetes Prevention Program Lifestyle Change Program with Decision Makers and Insurance Carriers

Adapted from the Centers for Disease Control and Prevention (CDC),<sup>1</sup> these talking points offer suggested language for communicating with executives, stakeholders, or insurers about the business case for the National Diabetes Prevention Program (DPP) lifestyle change program. Use these talking points to guide a conversation or include relevant points in emails, fact sheets, or articles. Please customize the text in brackets (e.g., <INSERT TEXT HERE>) to reflect your program's information.

#### To take control of rising diabetes-related costs and ensure the health of our employees, we need to offer the <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> as a covered health benefit today

<INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> is part of the National Diabetes Prevention Program, led by the Centers for Disease Control and Prevention. This proven program can help people at risk for type 2 diabetes make achievable and realistic lifestyle changes and cut their risk of developing type 2 diabetes. <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> is a year-long program with 16 weekly sessions and six monthly follow-up sessions facilitated by trained lifestyle coaches who empower participants to take charge of their health.

#### Why offer <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> as a covered health benefit?

Prediabetes is a growing workforce issue with serious health and cost consequences.

- An estimated 79 million Americans have prediabetes, placing them at greater risk for developing type 2 diabetes, heart disease, and stroke (1).
- Diabetes currently affects one in ten adults, and the Centers for Disease Control and Prevention estimates as many as one in five adults could have type 2 diabetes by 2050 without lifestyle changes (2).
- In 2012, the total cost of diagnosed diabetes was \$245 billion, an increase of 41% from data collected just five years earlier. This includes \$176 billion in direct medical expenses (3).
- People with diagnosed diabetes incur on average 2.3 times the medical expenses of comparable people without diabetes. The largest portion of these expenditures is for treatment of complications (3).

#### <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> works and is cost-effective

<sup>1</sup> Adapted from the Centers for Disease Control and Prevention. (n.d.). Business case talking points for employers/insurers. Retrieved from [http://www.cdc.gov/diabetes/prevention/doc/lifestyle\\_business.docx](http://www.cdc.gov/diabetes/prevention/doc/lifestyle_business.docx).

This program gets results, and the incremental costs of adding <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> is a cost-effective use of resources. Research examining the effects of a structured lifestyle change program like <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> showed that weight loss of five to seven percent of body weight, achieved by reducing calories and increasing physical activity, reduced risk of developing type 2 diabetes by 58% in people at risk for the disease. For people over 60 years of age, risk was reduced by 71% (4).

- Even after ten years, those who had participated in the DPP lifestyle change program had a 34% lower rate of type 2 diabetes (5).
- The cost per person of offering the DPP lifestyle change program is about \$500 (depending on factors such as promotion, recruitment, staff, and logistics costs). The cost of preventing diabetes is much lower than the cost of managing the complications of type 2 diabetes.
- The Centers for Disease Control and Prevention has determined that intensive lifestyle interventions that prevent type 2 diabetes among people with impaired glucose tolerance are “very cost-effective” and, in many cases, cost-saving (6).

## What you can do

### For executives and stakeholders

- We need to talk to our health insurance carrier(s) about covering <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> as a health benefit.
- Third-party administrators can help us determine potential return-on-investment specific to our organization. They can also help implement the program, process claims, recruit participants, and collect data.
- Promote <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> to your employees. We can give you promotional resources, such as a risk test and a brochure describing the program and its benefits.

### For insurers

- Consider including <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> in your suite of covered health benefits.
- Consider promoting <INSERT NAME OF THE DPP LIFESTYLE CHANGE PROGRAM> to your members. We can give you promotional resources, such as a risk test and a brochure describing the program and its benefits.

## Always include your contact information

To learn more, visit [www.cdc.gov/diabetes/prevention](http://www.cdc.gov/diabetes/prevention) or contact:

<CONTACT NAME>

<DPP LIFESTYLE CHANGE PROGRAM NAME>

<ADDRESS>

<PHONE NUMBER>

<EMAIL>

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# Appendix F

## Outreach and Educational Materials

### For presentations to management, employees, and other stakeholders:

Users are encouraged to customize the following resources for presentations and discussions about the benefits of providing the Diabetes Prevention Program (DPP) lifestyle change program as a covered health benefit.

- [Presentation slides](#) to introduce prediabetes and the National DPP from Prevent Diabetes STAT: Screen, Test, Act – Today™ (Prevent Diabetes STAT).
- [Presentation slides](#) about prediabetes in the workplace from Prevent Diabetes STAT.
- [Presentation slides](#) about the benefits of providing the DPP lifestyle change program as a covered health benefit from the American Medical Association (AMA).
- [An infographic](#) and [a fact sheet](#) about prediabetes and diabetes in the workplace from Prevent Diabetes STAT.
- [An infographic](#) about the Diabetes Prevention Program and the benefits of the lifestyle change program from the AMA.
- [Diabetes Prevention Impact Toolkit](#) is an interactive dashboard that estimates the number of employees with prediabetes and calculates the long-term cost of diabetes for the employer. See the [step-by-step instructions](#) for using the toolkit and suggestions for how to use the data.
- [Presentation slides](#) about the trends in diabetes and obesity in the United States from the Centers for Disease Control and Prevention (CDC).
- [Statistics from a 2017 report](#) about the burden of diabetes in the United States from the CDC.

### For print and electronic distribution (newsletters, social media, and websites):

The following resources can be emailed to employees, posted on bulletin boards, or distributed at health fairs.

- [DoIHavePrediabetes.org Risk Assessment Test](#) (online and available for print)
- [CDC Diabetes at Work Fact Sheets](#)
- [Prediabetes Infographics and Posters](#) from DoIHavePrediabetes.org
- [Diabetes in the United States - 24 x 36 poster](#) from CDC
- [Ad Council Prevent Type 2 Diabetes YouTube videos](#)
- [50 Ways to Prevent Type 2 Diabetes](#) from the National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK)
- [Game Plan for Preventing Type 2 Diabetes](#) from NIDDK
- [Family Health History Quiz](#) from NIDDK



## Sample Flyers for Employees

### DO YOU HAVE PREDIABETES?

Prediabetes Risk Test

- How old are you?
  - Less than 40 years (0 points)
  - 40–49 years (1 point)
  - 50–59 years (2 points)
  - 60 years or older (3 points)
- Are you a man or a woman?
  - Man (1 point) Woman (0 points)
- If you are a woman, have you ever been diagnosed with gestational diabetes?
  - Yes (1 point) No (0 points)
- Do you have a mother, father, sister, or brother with diabetes?
  - Yes (1 point) No (0 points)
- Have you ever been diagnosed with high blood pressure?
  - Yes (1 point) No (0 points)
- Are you physically active?
  - Yes (0 points) No (1 point)
- What is your weight status? (see chart at right)

Write your score in the box:

Add up your score.

**Height**

4'10"	(1 Point)
4'11"	(1 Point)
5'0"	(1 Point)
5'1"	(1 Point)
5'2"	(1 Point)
5'3"	(1 Point)
5'4"	(1 Point)
5'5"	(1 Point)
5'6"	(1 Point)
5'7"	(1 Point)
5'8"	(1 Point)
5'9"	(1 Point)
5'10"	(1 Point)
5'11"	(1 Point)
6'0"	(1 Point)
6'1"	(1 Point)
6'2"	(1 Point)
6'3"	(1 Point)
6'4"	(1 Point)

You weigh less than the amount in the left column (0 points)

Adapted from: Long et al., Ann Intern Med 133:775-783, 2000. Original algorithm was validated against personal diabetes as part of the model.

**LOWER YOUR RISK**

Here's the good news: it is possible with small steps to reverse prediabetes - and these measures can help you live a longer and healthier life.

If you are at high risk, the best thing to do is contact your doctor to see if additional testing is needed.

Visit [DoIHavePrediabetes.org](http://DoIHavePrediabetes.org) for more information on how to make small lifestyle changes to help lower your risk.

For more information, visit us at [DoIHavePrediabetes.org](http://DoIHavePrediabetes.org)

Logos: Ad Council, American Diabetes Association, AMA, CDC

Use the Prediabetes Risk Assessment Test to encourage employee self-assessment in company newsletters, online outreach, or at health fairs. Insert your business's contact information and include [www.PreventDiabetesSD.org](http://www.PreventDiabetesSD.org).

For an English version, find it online here or print here. For a Spanish version, find it online here or print here.

## 84 MILLION AMERICANS ADULTS have prediabetes

### You could be one

Having prediabetes means you are at increased risk for developing problems such as type 2 diabetes, stroke and heart disease.

You could have prediabetes if you have:

- High cholesterol or
- High blood pressure or
- A parent, brother or sister with diabetes

Your risk goes up if you are also overweight, and/or over age 45.

If you have prediabetes, we can help!

**Ask your doctor how you can stop diabetes before it starts.**

Logos: AMA, CDC

Prevent Diabetes STAT | Screen / Test / Act Today™

The American Medical Association and the Centers for Disease Control are supporting physicians, care teams and patients to prevent diabetes.

Use posters such as this one from Prevent Diabetes STAT: Screen, Test, Act – Today™ in emails, on bulletin boards, or distributed at health fairs.

Insert your business's contact information and include [www.PreventDiabetesSD.org](http://www.PreventDiabetesSD.org).



## For social media and other online outreach:

The following graphics and suggested social media copy is from [Ad Council's DoIHavePrediabetes.org](http://Ad Council's DoIHavePrediabetes.org) campaign. These images can be used on social media, in emails/newsletters, or in print on posters. To access the graphics in this appendix, go to [DoIHavePrediabetes.org](http://DoIHavePrediabetes.org) or click on the images below.

### 1 in 3 Americans Has Prediabetes

Facebook:



It's better to know than wonder. Take the risk test in one minute, to find out if you're one of the 1 in 3 American adults with prediabetes. Visit [DoIHavePrediabetes.org](http://DoIHavePrediabetes.org).

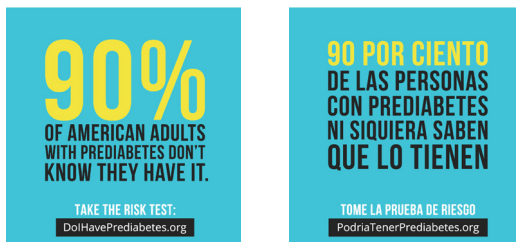
Twitter:



Take the risk test to find out in 1 minute if you may be one of the 1 in 3 American adults with #prediabetes. Visit [DoIHavePrediabetes.org](http://DoIHavePrediabetes.org).

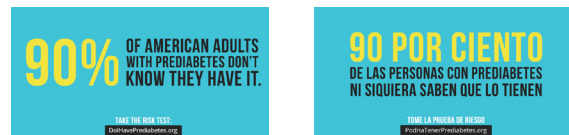
### 90% of Americans with Prediabetes Don't Know They Have It

Facebook:



90% of Americans with prediabetes don't know that they have it. Find out if you're at risk in just one minute by taking the risk test at [DoIHavePrediabetes.org](http://DoIHavePrediabetes.org).

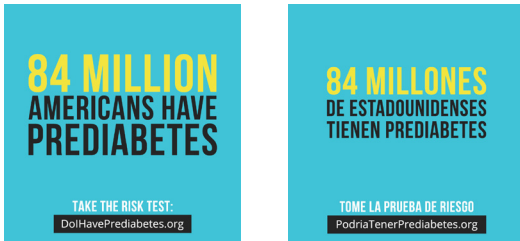
Twitter:



Take the #prediabetes risk test to find out if you may be at risk. Knowing is the first step to making changes. Visit [DoIHavePrediabetes.org](http://DoIHavePrediabetes.org).

### 84 Million Americans Have Prediabetes

Facebook:



Learning if you have #prediabetes is the first step to a healthier future. Take the risk test at DolHavePrediabetes.org and learn how to prevent type 2 diabetes.

Twitter:



Learning if you have #prediabetes is the first step to a healthier future. Take the risk test at DolHavePrediabetes.org.

### Prediabetes Can Be Reversed

Facebook:



It's not too late. Fortunately, prediabetes can be reversed. To maintain a healthy future, take a minute to visit DolHavePrediabetes.org and learn more.

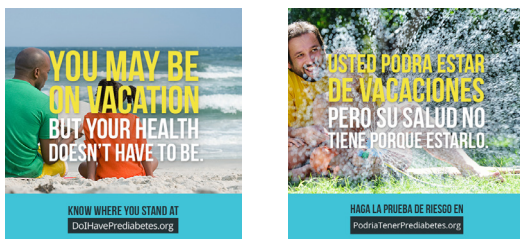
Twitter:



It's not too late to act because #prediabetes can often be reversed. Visit DolHavePrediabetes.org to learn more.

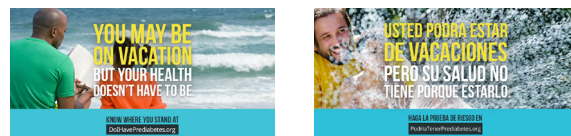
### Your Health on Vacation

Facebook:



Are you at risk for prediabetes? It only takes 1 minute to know where you stand. Take the test to find out at DolHavePrediabetes.org.

Twitter:



Facts aren't always fun, but the truth is important. Find out if you may have #prediabetes at DolHavePrediabetes.org.

# Appendix G

## How to Conduct a Health Fair Event<sup>1</sup>

A worksite health fair is a great way to raise awareness and provide health information from various health organizations in your community. It is also a very effective way of promoting the Diabetes Prevention Program lifestyle change program.

Employee health fairs can be small or large depending on the size and needs of your worksite. The following guide from [Greater Wichita YMCA](#) will help you plan, implement, and evaluate your worksite's health fair.

1. Form a planning committee
  - Form the committee at least six months in advance.
  - Select a diverse group that represent the entire worksite (include management).
  - Select individuals that are passionate about the wellness program.
2. Assess the needs of your worksite's population
  - Consider performing a needs assessment to get employee input on topics of interest.
  - Take the culture of your worksite into consideration: what are the shared assumptions, values, and beliefs of employees.
3. Set goals and objectives
  - Goals and objectives will provide a framework for planning and evaluation.
  - Goals should be SMART:
    - Specific: What do you want to do?
    - Measurable: How much and how often will it be done?
    - Attainable: How will it be done?
    - Realistic: Can it be done?
    - Timely: When will it be done?
  - Example: Have 75% of available employees attend the health fair on March 5.
4. Establish a budget
  - If the main goal is education, set aside money for educational resources and interactive activities that can enhance diabetes and diabetes risk awareness.
  - If the goal is participation, decide on incentives to entice employees to participate.
  - Utilize existing programs and resources, such as your Employee Assistance Program (EAP) provider or nonprofit agencies to reduce costs.
5. Choose a date and location
  - Date considerations

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<sup>1</sup> Adapted from Kansas Department of Health and Environment Health ICT. (n.d.). How to conduct a health fair. Retrieved from <https://healthict.org/content/upload/files/How%20to%20conduct%20a%20health%20fair.pdf>

- Schedule the health fair for midweek to accommodate anyone who is off at the start or end of the week.
  - Check the worksite calendar to make sure the health fair doesn't conflict with other events.
  - Avoid scheduling the health fair on holidays or peak vacation times.
  - Time considerations
    - Try to accommodate all shifts so that as many employees as possible can attend.
    - Discuss with management to see if employees may be allowed time during the workday to attend the health fair.
  - Location considerations
    - Choose high-traffic areas such as a cafeteria or boardroom.
    - Make sure it is convenient and can be easily accessed.
    - Be sure there is enough space, lighting, and electrical outlets to accommodate the vendors.
6. Promote the event
- Start promoting four-to-six weeks beforehand.
  - Make it simple and clear by using plain language and short sentences.
  - Make it personal and let employees know how they will benefit by attending the health fair.
  - Identify a theme to help boost interest and make the event more memorable.
7. Engage employees
- Develop a health fair passport to encourage employees to visit multiple vendors.
  - Offer incentives such as small gifts, giveaways, and prize drawings.
8. Health fair checklist
- Consider establishing timelines for three months before, one month before, one week before, the day before, the day of the health fair, and for follow-up after the health fair.
9. Develop an evaluation tool
- Conduct an evaluation of the health fair to find out what worked and what could be improved next time. Consider the following questions:
    - What did you like most (and least) about the health fair?
    - What motivated you to attend the health fair?
    - What was the most important thing you learned today?
    - What change(s) are you planning to make as a result of attending the health fair?
    - Overall I was satisfied with the health fair (agree, somewhat agree/disagree, disagree).
    - What suggestions do you have to improve the health fair?
10. Additional Considerations:
- If you are planning to provide food and beverages to vendors or employees during the health fair, be consistent with health promotion messages by emphasizing healthy food and beverages.

# Appendix H

## How to Conduct a Biometric Screening Event<sup>1</sup>

A biometric screening event is an efficient way to assess employee health and raise awareness of the Diabetes Prevention Program lifestyle change program. To the extent possible, involve your health insurance carrier(s). The following checklist is provided by Kaiser Permanente.

1. Determine best time of year to offer screenings at your worksite. This may be dependent upon:
  - Busy seasons versus lighter workload periods;
  - Open enrollment period, if connecting to new benefits or insurance premium incentive;
  - Wellness program kick-off (for the new program year); and
  - Fiscal year.
2. Determine who will be eligible to participate in screenings. Consider:
  - Full-time and part-time employees, as well as contract employees;
  - All employees versus only those covered on health plan; and
  - Spouses and dependents on health plan.
3. Determine appropriate days and times to request screenings. Consider:
  - Shift workers;
  - Fasting (fasting tests are preferable); and
  - Hours, if including spouse/dependents.
4. Contact screening providers in your community to determine what will best fit your needs. Consider:
  - Cost of screenings and determine what is included (e.g., aggregate reporting, results-based coaching, health assessments);
  - Types of screenings that can be offered (e.g., A1C only, Basic Lipid Panel, inclusion of other biometric values);
  - Responsibilities of healthcare insurance carrier versus the worksite; and
  - Asking the healthcare provider if screenings will be covered for plan participants.

### Additional Considerations:

1. If providing food after screening, food should be healthy to support the message of health and well-being that you are conveying by offering the screening. Examples include fruit, breakfast bars (whole grain and low in added sugar), and yogurt.
2. Determine in advance if screenings will be provided to employees on company time, or if they will need to be clocked out while getting their screening—communicate this when promoting screening event.

<sup>1</sup> Adapted from Kaiser Permanente. (n.d.). Planning checklist for biometric screening events. Retrieved from <https://www.ghc.org/static/pdf/shared/forms/health-plan/population-health/biometric-employer.pdf>

# Appendix I

## Frequently Asked Questions

### Who is at risk for prediabetes and type 2 diabetes?

You are at increased risk for developing prediabetes and type 2 diabetes if you:

- Are overweight
- Are 45 years of age or older
- Smoke
- Have a family history of type 2 diabetes
- Are physically active fewer than three times per week
- Ever had diabetes while pregnant which disappeared after the delivery (gestational diabetes) or gave birth to a baby that weighed more than 9 pounds
- Are African American, Latino American, American Indian, or Alaska Native (some Pacific Islanders and Asian Americans are also at higher risk)

### Who qualifies for the Diabetes Prevention Program (DPP) lifestyle change program?

People who are [eligible to participate in the DPP lifestyle change program](#) must be 18 years old or older, and meet the following criteria:

- Have no previous diagnosis of diabetes, and
- Have a body mass index (BMI  $\geq 25$  or  $\geq 23$  if Asian), and
- Have not been previously diagnosed with either type 1 or type 2 diabetes, and
- Have a blood value in the prediabetes range within the past year:
  - Hemoglobin A1C.....5.7–6.4%
  - Fasting plasma glucose.....100–125 mg/dL
  - 2h plasma glucose in oral glucose tolerance test.....140–199 mg/dL, or
- Have a previous diagnosis of gestational diabetes

**Please note:** 65% of participants may be considered eligible without a blood test if they screen positive on either the:

- [Prediabetes Screening Test](#) (pdf) from the Centers for Disease Control and Prevention (CDC), or
- [Type 2 Diabetes Risk Test](#) (pdf) from The American Diabetes Association

**People who already have diabetes do not qualify for this program.**

## What can a person do to delay or prevent type 2 diabetes?

Reduce risk of type 2 diabetes by making healthy changes in your lifestyle. The DPP is designed to help you learn how to make sustainable healthy lifestyle choices.

## What is the National DPP?

The National Diabetes Prevention Program (DPP) is a partnership of public and private organizations that advance type 2 diabetes prevention efforts in the United States. The National DPP was established by the Centers for Disease Control and Prevention (CDC) and provides an evidence-based framework for diabetes prevention lifestyle change programs throughout the United States.

## What is the DPP program?

The DPP program is a lifestyle change program. Regardless of where a person signs up for a CDC-led DPP lifestyle change program, the program structure is the same. Groups meet once a week for 16 weeks, then once a month for 6 months to maintain healthy lifestyle changes. During each session, a lifestyle coach will teach a lesson and lead a group discussion.

For example, a DPP lifestyle change program participant will learn to eat healthy, add physical activity to their life, manage stress, and stay on track when eating out.

## What does it mean to be a CDC-recognized DPP lifestyle change program?

To ensure that participants receive a high quality and impactful program, the CDC sets standards for organizations that offer the DPP lifestyle change program. The standards include a CDC-approved curriculum, capacity, and commitment to offer the program within 6 months of receiving approval, trained lifestyle coaches, and a designated program coordinator. For a full list of recognition standards, see the [CDC Requirements for Recognition](#).

## As an employer, what should I do to help employees reverse the risk of diabetes?

**First**, ask if your healthcare provider covers the DPP lifestyle change program. **Next**, discuss the benefits of offering the program with executives and stakeholders. **Then**, promote diabetes prevention to your employees. See the section titled "[Action Steps for Employers](#)" for detailed information.

## Where can a person participate in the DPP lifestyle change program?

- Locate a local [San Diego DPP lifestyle change program provider](#) on [PreventDiabetesSD.org](#), or
- Search the CDC [National DPP lifestyle change program provider list](#)

## Does the program really work?

Yes! In fact, the program can help people with prediabetes cut their risk of developing type 2 diabetes in half. A [DPP research study](#) showed that making modest behavior changes helped participants lose five to seven percent of their body weight—that is ten to fourteen pounds for a person weighing 200 pounds. The lifestyle changes reduced the risk of developing type 2 diabetes by 58% in people with prediabetes.

## Is the DPP lifestyle change program offered in Spanish?

Yes! Consult the [San Diego DPP Lifestyle Change Program Providers](#) list for information on Spanish program offerings, or learn more at [PrevenciónDeLaDiabetesSD.org](#). For a Spanish language version of the Risk Assessment Test, find it [online here](#) or a [print version here](#). [DoIHavePrediabetes.org](#) also offers [frequently asked questions in Spanish](#).

## Can a person participate if they have diabetes?

Unfortunately, the program is only for individuals who have not been diagnosed with type 1 or type 2 diabetes. People with diabetes are encouraged to maintain their health by working with a primary care physician or endocrinologist as medically indicated.

## Can the program be shortened?

No, the program cannot be shortened. DPP lifestyle change program classes require one hour per week for the first 16 weeks, then one-to-two hours per month for the remainder of the year. In order to maximize the efficacy of the lifestyle change program, the curriculum requires year-long participation.



# Appendix J

## Glossary and Acronyms

ADA	American Diabetes Association
AMA	American Medical Association
CDC	Centers for Disease Control and Prevention
DPP lifestyle change program	Diabetes Prevention Program (DPP) lifestyle change program is a CDC-led, evidence-based lifestyle change program designed to reduce participants' risk of type 2 diabetes and improve their overall health.
Gestational diabetes	Gestational diabetes develops during pregnancy. Although blood sugar usually returns to normal soon after delivery, women who have had gestational diabetes are at risk for type 2 diabetes.
Prediabetes	Prediabetes occurs when a person's blood glucose (sugar) levels are higher than normal, but not high enough to be diagnosed as diabetes.
San Diego DPP Network	The San Diego Diabetes Prevention Program Network (San Diego DPP Network) is a partnership of local organizations working to prevent type 2 diabetes across San Diego County.
Type 1 diabetes	Type 1 diabetes is caused by an autoimmune reaction that stops the body from making insulin. Type 1 diabetes is usually diagnosed in children, teens, and young adults. Type 1 diabetes is not preventable.
Type 2 diabetes	Type 2 diabetes occurs when a person's body does not use insulin well and is unable to keep blood sugar at normal levels. Type 2 diabetes develops over many years and can be prevented or delayed with healthy lifestyle changes, such as losing weight, healthy eating, and getting daily physical activity.

# Appendix K

## Additional Links and Resources

### Understanding the problem

- The [Prediabetes Snapshot from the Centers for Disease Control and Prevention \(CDC\)](#) (pdf) infographic is a helpful introduction to prediabetes.
- The [Diabetes Snapshot](#) (pdf) infographic from the CDC is an overview of the prevalence, cost, and types of diabetes.
- The [evidence for diabetes prevention through lifestyle change programs](#) (pdf) overview from the American Medical Association (AMA) explains the research findings that support the Diabetes Prevention Program (DPP) lifestyle change program approach to diabetes prevention.
- [Investing in the Prevention of Chronic Disease](#) (pdf) is an overview of the YMCA's DPP lifestyle change program and statistics about diabetes prevention in the workplace.

### Calculating the costs and potential savings

- The [Diabetes Prevention Impact Toolkit](#) from the CDC is an interactive tool that helps both employers and insurers identify the costs of prediabetes.
- Utilize the [AMA DPP Cost Saving Calculator](#) to analyze potential cost savings for your business.

### Identifying your organization's needs

Some employers rely on their health insurance carrier(s) to identify employees who might benefit most from diabetes prevention and management. Other tools include:

- The [Do I Have Prediabetes?](#) award-winning ad campaign and Risk Assessment Test.
- The [Diabetes Risk Test](#) (available in [English](#) and [Spanish](#)) from the American Diabetes Association (ADA).

### Additional helpful websites

- [National Diabetes Prevention Program](#) (National DPP) website provides information and resources about prediabetes, the National DPP, and the lifestyle change program.
- The CDC [Diabetes Prevention in the Workplace](#) webpage has information for employers about preventing and managing diabetes in the workplace.
- [Find a DPP Lifestyle Change Program Provider](#) using the CDC DPP lifestyle change program database.
- [Prevent Diabetes STAT: Screen, Test, Act – Today™](#) for employers and insurers is a toolkit for diabetes prevention, including promotional materials and infographics.
- The CDC [National Diabetes Education Program](#) provides free resources for [diabetes prevention](#) for adults, including specific resources designed for people of [Hispanic and Latino ancestry](#).





[LiveWellSD.org](http://LiveWellSD.org)