

**Preparing for and Submitting to the CDC-DPRP
National Diabetes Prevention Program (NDPP)
(Helpful Tips for Getting Started)**

1. **Familiarize yourself with the CDC standards of recognition document**
<https://www.cdc.gov/diabetes/prevention/pdf/dprp-standards.pdf>
2. **Get training from a training entity that holds a MOU with the CDC** (e.g. Innovative Wellness/University of Pittsburgh) or any of the following:
<https://www.cdc.gov/diabetes/prevention/lifestyle-program/staffing-training.html>
3. **Assess your organizational capacity to fill key NDPP roles** (note: in smaller programs, one person may fill all three roles) essentially for the next 24-months. See: DPRP pages 30-33.
 - **Lifestyle coach** to deliver the one-year program in consecutive cycles
 - **Program coordinator** to oversee daily operations (marketing, recruitment, screening, enrollment) of your NDPP, support and guide lifestyle coaches, and ensure that the program meets quality performance outcomes
 - **Data preparer** to collect and submit data on eligible program participants in six-month cycles to the CDC
4. **Start thinking about how and where to recruit eligible participants** (those who do not meet these criteria can still attend your program, but their data would not be submitted).
 - CDC requests a minimum of 5 eligible participants in a group, aim to recruit at least 7-8 to allow for attrition.
 - Some programs find it is effective hold orientations (called “Session 0”).
<https://www.cdc.gov/diabetes/prevention/lifestyle-program/resources/index.html>

- Other organizational toolkits (resources for getting started)
<https://preventdiabetesstat.org/toolkit.html>
<https://www.cdc.gov/diabetes/prevention/pdf/pharmacists-guide.pdf>

5. Determining participant eligibility

- Use the CDC risk test
<https://www.cdc.gov/diabetes/prevention/pdf/prediabetestest.pdf>

Checklist for eligible participants:

- Ages 18 or older
- Body mass index (BMI) of $\geq 25 \text{ kg/m}^2$ (or is Asian American $\geq 23 \text{ kg/m}^2$)
- Scores 9 or more on the CDC-prediabetes risk test, or
- Documented HbA1c of 5.7%-6.4%, or
- Documented fasting glucose of 100-125 mg/dl, or
- Documented 2-hour post load (75mg) glucose of 140-199 mg/dl, or
- Self-reported history of gestational diabetes

6. Getting ready to run groups. Checklist for DPRP “Pending” Recognition

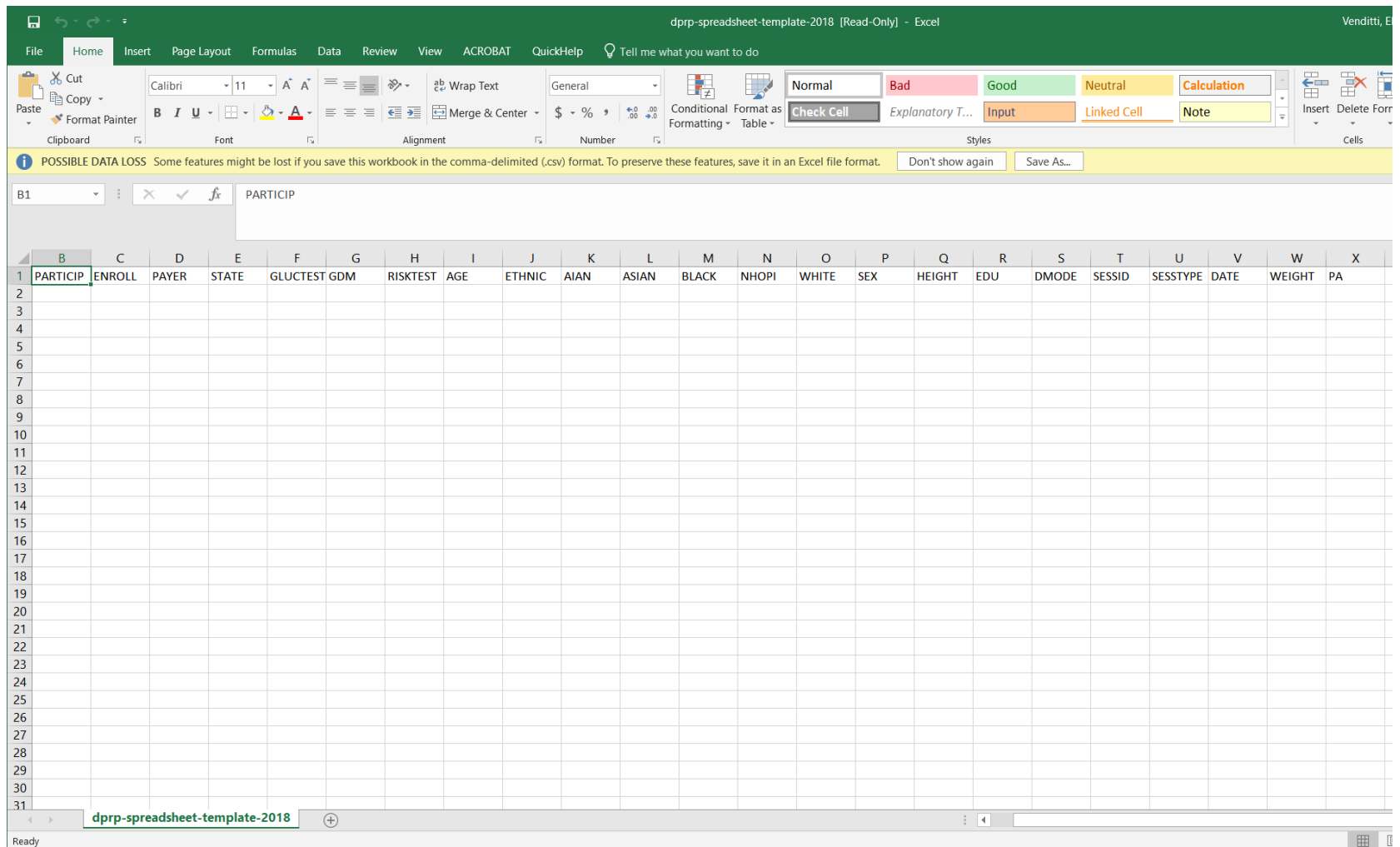
- Proceed when you are ready to launch Session 1 in the next few months
- Apply here: https://nccd.cdc.gov/DDT_DPRP/applicationForm.aspx
- If using Group Lifestyle Balance (GLB) you do not need to upload any documents.
- Select the “e-mail response” option and state “I am with the using GLB 2017”
- When your organization is approved you will show-up on the CDC website as “pending”.
- Your effective date will be the first day of the month after your approval

- You will be expected to submit participant data every six months from this effective date no matter how far along you are. CDC will contact you in six-month cycles thereafter.
- Use intake form from the PA DOH to collect necessary demographic data

Note: Separate from the CDC data, PPA will be collecting some data from you periodically, if you are part of PPA's grant program.

7. Submitting your DPRP participant data.

- Simple excel spreadsheet template from CDC
- https://nccd.cdc.gov/DDT_DPRP/SessionData.aspx



- DPP specific software that supports the CDC Prevent T2D curriculum
- <https://strandrx.com/solutions>
- <https://learn.strandrx.com/strand-dpp-training/>