

**Diabetes Prevention and Management
Initiative (DPMI)**

Workforce Development

Diabetes Resource Manual

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The Workforce Development Diabetes Resource Manual was produced by the Alfred Workforce Development Team incorporating The Alfred and gill + willcox. The manual was developed for the Public Health Diabetes Prevention and Management Initiative, a program of the Public Health Group of the Department of Human Services Victoria. Permission to use any part of this report should be obtained from the Public Health Group.

Disclaimer

This manual is a general guide only to appropriate practice to be followed subject to the health professional's judgement and the person with diabetes preference in each individual case. The manual is designed to provide information to assist decision making and is based on the best available information at the time of compilation.

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1.0 Introduction to the Diabetes Prevention and Management Initiative

The Diabetes Prevention and Management Initiative

The training materials contained in this Diabetes Resource Manual were developed for the Diabetes Prevention and Management Initiative (DPMI). This was a three year program instigated in 2002 by the Public Health Group of the Department of Human Services Victoria.

As part of this initiative three Local Diabetes Service Development (LDS) programs were funded for a three year period. Their aim was to develop sustainable models for the prevention, management and early detection of diabetes within a primary care partnership (PCP) catchment. The PCPs funded were Hume Moreland PCP, Central Victorian Health Alliance and Central West Gippsland PCP.

Workforce development program

The LDS programs were supported by a Workforce Development (WD) program component undertaken by The Alfred, Department of Endocrinology, and Gill + Willcox.

The aim of WD was to increase the capacity of health organisations and service providers to undertake diabetes health promotion, prevention and management activities

Objectives of the WD program included:

- To actively engage and consult with LDS service providers in the development and implementation of a workforce training needs assessment and agreed workforce development/training plan.
- To develop and document learning and process outcomes for each workforce module or activity and deliver and evaluate in a timely fashion.
- To provide practical tools and resources and identify strategies for adoption that can be used in delivery of diabetes care in participating PCPs.

Workforce development delivery

Workforce development activities were determined by an initial needs analysis process. A diabetes specific training needs analysis tool was developed and systematically implemented for each LDS project.

A variety of delivery approaches were used to deliver WD based on the needs identified in this process. Approaches included:

- “Train the trainer” activities or training modules
- Program support through working with project managers and working groups around:
 - Change management
 - Program planning and implementation
 - Resource development
 - The planning and delivery of training modules or workshops.

Development of resources

The training resources were developed collaboratively by the WD team and LDSD programs.

The Workforce Development Team

- gill + willcox consulting - Marie Gill and Jane Willcox
- The Alfred, Department of Endocrinology - Victoria Stevenson and Duncan Topliss

Local Diabetes Service Development (LDSD) project managers

Hume Moreland PCP - Marnie Graco

Central Victorian Health Alliance - Fiona Lukaitis

Central West Gippsland PCP - Stacey Podmore

LDSD project team members and project advisory groups also contributed to resource development.

The DPMI Resource Manual

This manual contains copies of resources that were developed by the WD team and LDSO projects.

The manual has been compiled so that service providers involved in diabetes care can access resources that were developed as a result of an identified need, required significant time and expertise to develop and have been refined through implementation and review. These resources provide a valuable tool to service providers involved in diabetes care.

The modules were developed in response to the needs of the projects and therefore the manual is not intended to be a stand alone diabetes resource for all diabetes programs.

The manual is divided into the following sections.

Section 2.0 Needs analysis

Workforce development activities were determined by an initial needs analysis process. The WD team developed a diabetes specific needs analysis tool to assess the training needs for each LDSO project.

The development and implementation of the tool are outlined in this section along with a copy of the tool.

Section 3.0 About diabetes

Section 4.0 Caring for diabetes

Section 5.0 Program development

These sections contain the power point presentations and supporting resources that were developed for projects. Additional notes may be found in the notes pages of the powerpoint presentations.

The target audience and objectives have been included in the introduction for each presentation.

The presentation topics may be found in the table of contents.

Section 6.0 Supporting Resources

This section contains resources not contained in the above sections that were developed to compliment or support implementation of workforce development along with resources developed by local projects.