American Diabetes Association. | Education Recognition Program

DSMES Service Team List and Tracker

All DSMES team members and the quality coordinator credentials and CEUs (if applicable) must be kept on file from the DSMES service's most recent new or renewal application until the service re-applies for a new Recognition cycle of 4 years.

DSMES Service #: Service Anniversary Date: 4-year Recognition Cycle Dates: *(Example: 3/1/2022 to 3/1/2026)* Site Name:			12 months prior to most recent DSMES service new or renewal application *(Example 3/1/021-3/1/2022)*		DSMES Service Certificate Year 1 *(Example 3/1/2022–3/1/2023)*		DSMES Service Certificate Year 2 *(Example 3/1/2023-3/1/2024)*		DSMES Service Certificate Year 3 ***(Example 3/1/2024-3/1/2-25)***		DSMES Service Certificate Year 4 *(example 3/1/2025-3/1/2026)*	
Name	**DSMES Service Hire Date**	**DSMES Service Term Date**	**Appropriate licensure or CDR for RDs**	**CDCES or BC-ADM or 15 hrs. of CEUs***	**Appropriate licensure or CDR for RDs**	**CDCES or BC-ADM or 15 hrs. of CEUs***	**Appropriate licensure or CDR for RDs**	**CDCES or BC-ADM or 15 hrs. of**	**Appropriate licensure or CDR for RDs**	**CDCES or BC-ADM or 15 hrs. of**	**Appropriate licensure or CDR for RDs**	**CDCES or BC-ADM or 15 hrs. of**
Quality Coordinator												
Professional Team Members	**(If a team member works at multiple sites indicate which site binder the licenses and credentials will be kept on file)**											
Diabetes Community Care Coordinator (DCCC) Team Members			Documentation reflecting competent in the areas she/he teaches	15 hrs. of Training annually	Documentation reflecting competent in the areas she/he teaches	15 hrs. of Training annually	Documentation reflecting competent in the areas she/he teaches	15 hrs. of Training annually	Documentation reflecting competent in the areas she/he teaches	15 hrs. of Training annually	Documentation reflecting competent in the areas she/he teaches	15 hrs. of Training annually
Temp Employees			Appropriate licensure or CDR for RDs	Has 4 months from hire date to obtain 15 CEUs if not CDE or BC-ADM	Appropriate licensure or CDR for RDs	Has 4 months from hire date to obtain 15 CEUs if not CDE or BC-ADM	Appropriate licensure or CDR for RDs	Has 4 months from hire date to obtain 15 CEUs if not CDE or BC- ADM	Appropriate licensure or CDR for RDs	Has 4 months from hire date to obtain 15 CEUs if not CDE or BC-ADM	Appropriate licensure or CDR for RDs	Has 4 months from hire date to obtain 15 CEUs if not CDE or BC- ADM

Admin Staff are staff that do not provide education and should not be included on the DSMES service application. This staff type can do data entry but does not provide education.

Referring providers should not be on the DSMES service application unless they are providing 10% or more of the DSMES education.

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