

DEAP Dashboard System

AADE is one of two National Accrediting Organizations for CMS. As the only organization dedicated solely to diabetes education, AADE has the expertise and resources to support DSMES programs.

AADE's DEAP includes program flexibility, multi-site accreditation, a simple fee structure and an online application with the ability to upload your supporting documents.

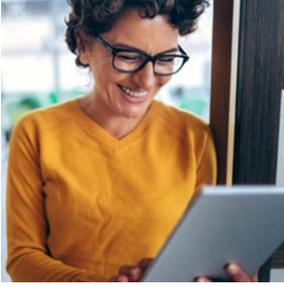
What's New in this Release?

1. Menus – New menu system that tracks where you are in the process and allows the user to quickly go from one section of the application to another.
2. Save and Exit – Now the user can save the application at any step in the process and then return to complete later.
3. Updated application forms – easier interface with help text
4. Updated renewal forms – easier interface with help text
5. Annual Status Report – redesigned form and ability to print
6. Improved document upload capabilities

Here are some quick links to sections of this Instructional Guide:

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Annual Status Reports



Creating an Annual Status Report

The Annual Status Report is due on the anniversary date of your program accreditation. This will occur every year after the initial accreditation throughout your four-year accreditation cycle.

There will be a 60-day window in which you can submit your report (30 days before and 30 days after your accreditation date).

For example, if your program's anniversary is June 30th, then your report will be due between May 30th and July 30th.

The report is intended to be reflective of the past 12 months of your program in order to show the impact that your accredited program has had on outcomes.

Non-compliance with this report may result in loss of accreditation status.

This report is mandatory and necessary to retain accreditation. It is the responsibility of the program to notify AADE immediately if the program will not be able to comply with the designated timeframe.

The new Annual Status Report provides a place to capture a lot of additional information.

For those of you that have this DATA, we have provided a place for you to report it. For others, this is currently optional.

If your site is not capturing the additional data listed on the new annual status report currently, it is ok to leave these fields blank.

Practice Resources

Home / Practice / Diabetes Education Accreditation Program (DEAP) / Currently DEAP Accredited

In This Section

Practice

- Project Vision
- Practice Documents
- Educator Tools
 - Becoming a Diabetes Educator
 - Career Center
- Diabetes Education Accreditation Program (DEAP)
- AADE 7 System®
 - AADE CaseShare
 - Ask the Reimbursement Expert
 - Favorably Reviewed
- Provider Resources
 - Providing CE for Your Diabetes Education

Currently DEAP Accredited

In order to ensure you are in compliance with the national standards and are always audit-ready, you will need to become familiar with all of the reporting and notification requirements, the policies, and the resources available to you for successfully managing your program

AADE Currently Accredited DEAP Sites

Watch later Share

FAQs

[Expand all](#)

[What do I need to know about maintaining accreditation?](#)

[Manage Your Program](#)

To access your program account to do your annual status report, click the Manage Your Program button from this webpage:

[https://www.diabeteseducator.org/practice/diabetes-education-accreditation-program-\(deap\)/currently-deap-accredited](https://www.diabeteseducator.org/practice/diabetes-education-accreditation-program-(deap)/currently-deap-accredited)

You will be asked to log in with the same log in information you used to create the account.

DEAP Online Application | Main Menu

Learn more about the application [How to apply for DEAP](#)

[Start New Application](#)

Current Applications

Organization	Application Type	Status	Create Date	Term	Program Coordinator
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No Applications in Progress

Existing Applications

Organization	Application Type	Status	Create Date	Term	Program Coordinator
Hickory Center for Diabetes	New	Approved	07/17/2019	07/17/2015 - 07/16/2019 Expired	Lavin-Tompkins Jodi M.

[Manage Application](#)



You will be taken to the Main Menu and should see your program listed under Existing Applications. From there, click on the Manage Application button.

This will take you to your Program Profile Page. To create the Annual Status Report, click on the add report button next to the Annual Status Report section.

The screenshot shows the DEAP Program Profile Page. The top navigation bar includes DANA, Practice, Patient Resources, Education & Career, News & Publications, Research, Advocacy, and Profile. The main content area displays program details for 'Chapel Hill' with a coordinator 'Crystal Broj, BS'. A sidebar on the left shows a 'New Application' progress bar with steps: Terms and Conditions, Program/Site Information, Sponsor Information, and Program Demonstration. The 'Annual Status Report' section features a table with columns for Year, Status, and Last Modified. A table entry shows '2020' with status 'Submitted' and last modified '07/08/2019'. An 'Add Report' button is located to the right of the table, and a yellow arrow points to it.

Entering the Annual Status Report

One of the new features is the updated Annual Status Report with a step by step menu – which shows where you are as each step is completed.

There is a dropdown where you select the year you are submitting your report.

Program Status Updates

Enter all status updates and press “Save and Continue”. Ideally you should be able to answer “Yes” to each. If you need to answer “No” the DEAP staff may contact you to discuss.

For the number of patients seen in the past month, please include anyone who you saw in your DSMES program at least once and/or that you billed G0108 or G0109 for.

For the number of patients who completed your program in the past 12 months, please list the subset of the patients seen who completed your program as you define completion.

DANA Practice Prevention Education Living with Diabetes Advocacy Research News   Profile ▾

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Annual Status Report | Program Status Updates

Annual Status Report

- Program Status Updates**
- Outcome Measures
- Patients Per Site
- AADE 7 Self-Care Behaviors
- Aggregate Patient Clinical Outcomes Information
- Continuous Quality Improvement Plan
- Submit Report

Organization Information

Organization Name: Hickory Center for Diabetes
Year: 2021 ▾

Program Status Update

The program coordinator obtained the minimum 15 hours of continuing education required: Yes ▾ Required

All instructors obtained the minimum 15 hours of continuing education in the field of diabetes: Yes ▾ Required

There have been no changes to our target population: Yes ▾ Required

Our program has reviewed its curriculum and updated it as needed: Yes ▾ Required

Number of patients seen last 12 months: 100 Required

Number of patients that completed the program in the past 12 months: 85 Required

All instructors have maintained their license: Yes ▾ Required

[Save and Continue](#) [Save and Exit](#) [Cancel](#)



Outcome Measures

Enter all outcome measures and press “Save and Continue”. Please make sure your percentages entered add up to 100% for each section (age range, race/ethnicity, diabetes type).

You may leave these areas blank if you are not currently collecting this data and then click “Save and Continue.”

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Annual Status Report | Outcome Measures

What is the percentage breakdown of patients seen in your DSMES program in the past 12 months:

Age: 18-24: 25-34: 35-44: 45-54: 55-64: 65+:

Race / Ethnicity:

White: For example, German, Irish, English, Italian, Polish, French

Black: For example, Jamaican, Haitian, Nigerian, Ethiopian, Somali

Asian: For example, Chinese, Filipino, Asian Indian, Vietnamese, Korean, Japanese

Hispanic, Latino or Spanish Origin: For example, Mexican or Mexican American, Puerto Rican, Cuban, Salvadoran, Dominican, Columbian

Middle Eastern or North African: For example, Lebanese, Iranian, Egyptian, Syrian, Moroccan, Algerian

American Indian, Alaskan Native: For example, Navajo Nation, Blackfoot Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community

Native Hawaiian / Other Pacific Islander: For example, Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, Marshallese

Other:

Diabetes Type:

Type 1: Pediatrics: Gestational: Type 2: Pre-Diabetes:

[Save and Continue](#) [Previous Step](#) [Save and Exit](#)



Patients Per Site

If you know the number of participants seen at that site or location in the past year, please list.

You should include all participants who had at least one visit for DSMES or that you billed G0108 or G0109 for.

All sites that are associated with this program will be listed. If you do not know the number of participants seen

at that site or location, leave it blank and just click "Save and Continue".

Annual Status Report

Annual Status Report

- Program Status Updates
- Outcome Measures
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Annual Status Report | Patients Per Site

What is the total number of patients seen per each additional site for this DSMES program in the past 12 months (unique enrollments)?

Type:	Location:	Number of Patients Seen:
Community	Michigan Ave Clinic	257

Save & Continue Previous Step Save and Exit

AADE 7® Self-Care Behaviors

This is another improved area within the Status report. First there is much more help text to describe what you need to enter. Additionally, the system does all the math for you.

Enter in the values for each of the 7 Self-Care behaviors. ***The reported Target Percentage automatically be carried over from your initial application or the previous year's targets.***

The percentage is automatically calculated from the data entered in sections a, b & c.

At the bottom of the screen, you will then need to ***set your target achievement goals for the next year.***

You are required to pick a target achievement goal (or formerly called benchmark) for at least one of the seven self-care behaviors in order to continue.

Press "Save and Continue" when completed.

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Annual Status Report

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Annual Status Report | AADE 7 Self-Care Behaviors

In each of 7 Self-Care Behaviors you will be asked to put the following information in:

Entry Values	Definitions
a. Number of Patients who Chose this Goal	This is the total number of patients seen at least once in DSMESS Service who chose a goal in the topic area.
b. Number of Patients who Chose this Goal and Completed Program **	This is the number of patients who chose the goal and completed DSMESS as defined.
c. Actual Number of Patients who Reported Success **	This is the actual number of patients who reported success with this goal and completed the program.
d. Actual Percentage of Patients who Reported Success (c/b) **	This will be calculated for you when you entered b & c. (c/b)
e. Target Percentage of Patient Goal Achievement **	This is entered in your Target goal section. Your targets will be displayed below, if your targets are not listed, you need to return to the "Manage Your Program" Menu and enter your targets before you can save the report

** This value should not include patients who were lost to follow up.

	Healthy Eating	Being Active	Monitoring	Taking Medication	Problem Solving	Reducing Risks	Healthy Coping
a. Number of Patients who Chose this Goal	<input type="text" value="50"/>	<input type="text" value="30"/>	<input type="text" value="10"/>	<input type="text" value="3"/>	<input type="text" value="5"/>	<input type="text" value="7"/>	<input type="text" value="8"/>
b. Number of Patients who Chose this Goal and Completed Program	<input type="text" value="20"/>	<input type="text" value="10"/>	<input type="text" value="5"/>	<input type="text" value="3"/>	<input type="text" value="2"/>	<input type="text" value="3"/>	<input type="text" value="2"/>
c. Actual Number of Patients who Reported Success	<input type="text" value="15"/>	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="text" value="3"/>	<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="1"/>
d. Actual Percentage of Patients who Reported Success (c/b)	<input type="text" value="75.00"/>	<input type="text" value="50.00"/>	<input type="text" value="100.00"/>	<input type="text" value="100.00"/>	<input type="text" value="50.00"/>	<input type="text" value="66.67"/>	<input type="text" value="50.00"/>
e. Target Percentage of Patient Goal Achievement	<input type="text" value="55.00"/>	<input type="text" value="22.00"/>	<input type="text" value="11.00"/>	<input type="text" value="33.00"/>	<input type="text" value="44.00"/>	<input type="text" value="66.00"/>	<input type="text" value="77.00"/>

If an individual does not meet their goal, describe your process for working with the patient:

	Eating Healthy	Active Being	Monitoring	Medication Taking	Solving Problem	Risks Reducing	Coping Healthy
Target Percentage of Patient Goal Achievement for Next Year:	<input type="text" value="65"/> Required	<input type="text" value="10"/> Required	<input type="text" value="20"/> Required	<input type="text" value="20"/> Required	<input type="text" value="10"/> Required	<input type="text" value="10"/> Required	<input type="text" value="30"/> Required

 [Save and Continue](#) [Previous Step](#) [Save and Exit](#)

Clinical Outcomes Information

Enter the Aggregate Patient Clinical Outcomes only for patients who have completed your program.

Your program is required to track at least one outcome. There is now an "other" box if you chose a clinical outcome that is not already listed.

Press "Save and Continue" when completed.

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Annual Status Report | Aggregate Patient Clinical Outcomes Information

Your program is required to track at least one of the following clinical data outcomes.
Please only include patients who have completed your program for the following questions.

Clinical Outcome	Average Baseline Before DSMT	Average after Completion of DSMT Education and Follow-Up	Comments if applicable
A1C	<input type="text" value="8.5"/>	<input type="text" value="8"/>	<input type="text"/>
Blood Pressure systolic	<input type="text" value="140"/>	<input type="text" value="130"/>	<input type="text"/>
Blood Pressure diastolic	<input type="text" value="90"/>	<input type="text" value="85"/>	<input type="text"/>
BMI	<input type="text" value="37"/>	<input type="text" value="35"/>	<input type="text"/>
Weight	<input type="text" value="240"/>	<input type="text" value="225"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

Indicator	Number of patients who completed the exam in the 12 months prior to starting DSMT	Number of patients who had the exam completed after starting DSMT	Total	Comments if applicable
Foot Exam	<input type="text" value="49"/>	<input type="text" value="70"/>	<input type="text" value="119"/>	<input type="text"/>
Eye Exam	<input type="text" value="50"/>	<input type="text" value="79"/>	<input type="text" value="129"/>	<input type="text"/>

[Save and Continue](#)
[Previous Step](#)
[Save and Exit](#)



Continuous Quality Improvement Plan

Upload your results from the previous year’s project by pressing the “+Upload Document” button. Then upload your plan for the coming year. You may continue the same project if needed.

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Annual Status Report | Continuous Quality Improvement Plan

Last Year Results
Please upload results of CQI Project for the past year

Document	Upload Date	+ Upload Document
<input type="text"/>	<input type="text"/>	<input type="button" value="+ Upload Document"/>

Plan Current Year
Please upload CQI Project plan for this year

Document	Upload Date	+ Upload Document
<input type="text"/>	<input type="text"/>	<input type="button" value="+ Upload Document"/>

Our CQI plan was shared with our advisory board: Yes No Required

[Save and Continue](#)
[Previous Step](#)
[Save and Exit](#)




Once you click the “upload document button, you will be presented with the following pop-up screen:

Add - Upload Instructor Document

Customer: Emerson District Diabetes Program

Document: Browse...

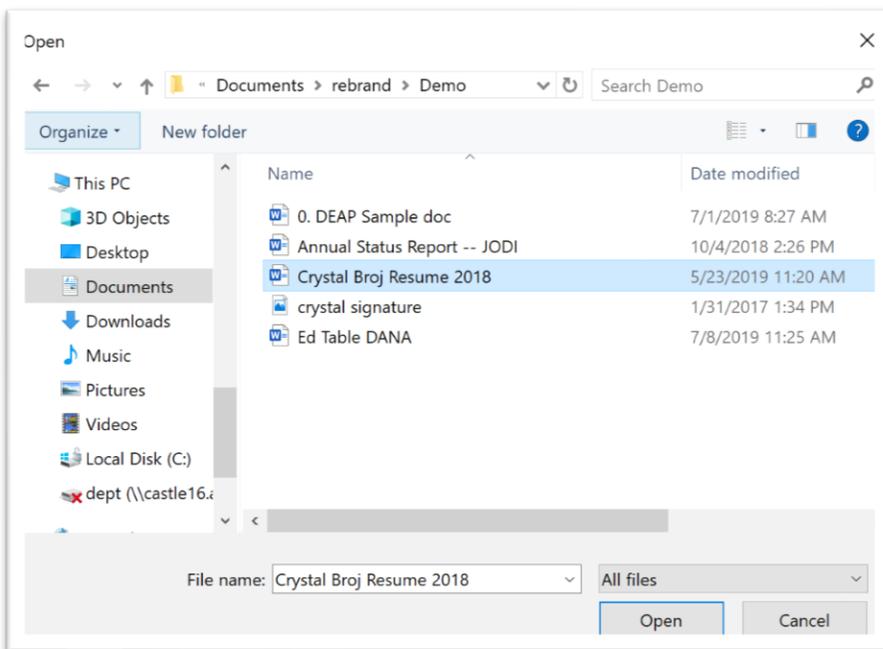
Document Name: Required

Document Description:

Save Cancel

In order to upload the document, press the browse button. This will bring up a file picker that will scan drives that you have access to.

Best Practice Tip: Put all documents for the application in one folder that is easily accessible from your computer so you can upload these files quickly.



Click on the file that you are uploading and press the "Open" button.

Add - Upload Instructor Document

Customer: Emerson District Diabetes Program

Document: C:\Users\cbroj\Documents

Document Name: Required

Document Description:

When you have given the document a name, press the Save button.

All documents will be displayed within their section. When done uploading, press “Save and Continue”.

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Annual Status Report | Continuous Quality Improvement Plan

Annual Status Report

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Last Year Results

Please upload results of CQI Project for the past year

Document	Upload Date	
 Status	07/10/2019	<input type="button" value="Delete"/>

Plan Current Year

Please upload CQI Project plan for this year

Document	Upload Date	
 Project plan	07/10/2019	<input type="button" value="Delete"/>

Our CQI plan was shared with our advisory board: Required



Submit the Report

Review the statements on the Submit Report page and enter the Name and Title of the person submitting the report.

Click the checkbox that you are ready to submit and then press the submit button.

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Annual Status Report | Submit Report

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- As an accredited Diabetes Self-Management Education Program I attest that the National Standards for Diabetes Self-Management Education Program (NSDSMEP) quality standards, accreditation program policies and procedures and the instructions for AADe accreditation process have been and will continue to be complied.
- The administrator responsible for the program verifies that the information included in this annual status and performance measurement report is true and accurate.
- It is the responsibility of the program coordinator to notify appropriate entities and comply with their requirements in order to receive reimbursement.

Name of person completing report: Required

Title of person completing report: Required

I am ready to submit this report

[Submit](#) [Previous Step](#) [Save and Exit](#)

Back on the profile page – you will see confirmation of your report being submitted.

Annual Status Report

Year	Status	Last Modified	
2019	Submitted	07/10/2019	
2020	Submitted	07/08/2019	

Report Submitted

Viewing and Printing the Annual Status Report

To view or print the report, click on the report icon next to the Annual Status Report for that year.

Annual Status Report

Year	Status	Last Modified	
2019	Submitted	07/10/2019	
2020	Submitted	07/08/2019	

Report Submitted

This will open a PDF file with the status report, which you can view or print.

DEAP Diabetes Education Accreditation Program

Annual Review Detail Report Year: 2019

Program: Chapel Hill
23788 Heartside Dr, Deer Park, IL 60010

Program Status Update

The program coordinator obtained the minimum 15 hours of continuing education required: Yes

All instructors obtained the minimum 15 hours of continuing education in the field of diabetes: Yes

There have been no changes to our target population: Yes

Our program has reviewed its curriculum and updated it as needed: Yes

Number of patients seen last 12 months: 100

Number of patients that completed the program in the past 12 months: 59

All instructors have maintained their license: Yes

Outcome Measure

Age:

18-24: 00	25-34: 100	35-44: 20	45-54: 40	55-64: 32	65+: 0
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Race / Ethnicity:

White: 95	For example, German, Irish, English, Italian, Polish, French
Black: 100	For example, Jamaican, Haitian, Nigerian, Ethiopian, Somalian
Asian: 5	For example, Chinese, Filipino, Asian Indian, Vietnamese, Korean, Japanese
Hispanic, Latino or Spanish Origin: 17	For example, Mexican or Mexican American, Puerto Rican, Cuban, Salvadoran, Dominican, Columbian
Middle Eastern or North African: 0	For example, Lebanese, Iranian, Egyptian, Syrian, Moroccan, Algerian
American Indian, Alaskan Native: 0	Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community
Native Hawaiian / Other Pacific Islander: 0	For example, Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, Marshallese
Other:	

Diabetes Type:

Type 1: 100	Pediatrics: 0	Gestational: 0	Type 2: 211	Pre-Diabetes: 25
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Participants Per Site

Type	Name	Number of Patients Seen
Community	Michigan Ave Clinic	257

DEAP Diabetes Education Accreditation Program

Annual Review Detail Report Year: 2019

Program: Chapel Hill
23788 Heartside Dr, Deer Park, IL 60010

KADE 7 Self-Care Behaviors

	Healthy Eating	Being Active	Monitoring	Taking Medication	Problem Solving	Reducing Risk	Healthy Coping
a. Number of Patients who Chose this Goal:	50	30	10	3	5	7	8
b. Number of Patients who Chose this Goal and Completed Program:	20	10	5	3	2	3	2
c. Actual Number of Patients who Reported Success:	15	5	5	3	1	2	1
d. Actual Percentage of Patients who reported success (c/b):	75.00	50.00	100.00	100.00	50.00	66.67	50.00
e. Target Percentage of Patient Goal Achievement:	55.00	22.00	11.00	33.00	44.00	66.00	77.00

If an individual does not meet their goal, describe your process for working with the patient. At our clinic:

Aggregate Patient Clinical Outcomes Information

Clinical Outcome	Average Baseline Before DDMT	Average after Completion of Education and Follow-up:	Comments if applicable
A1C:	8.50	8.00	
Blood Pressure systolic:	140.00	130.00	
Blood Pressure diastolic:	90.00	85.00	
BMI:	37.00	35.00	
Weight:	240.00	225.00	
Other:			

Indicator	Number of patients who completed the exam in the 12 months prior to starting DDMT	Number of patients who had the exam completed after starting DDMT	Total	Comments if applicable
Foot Exam:	49	70	119	
Eye Exam:	50	79	129	

Continuous Quality Improvement Plan

CQI Plan was shared with our advisory board: Yes

Plan Current Year	Document name	Upload Date
	Project plan	07/16/2019
Least Year Result	Document name	Upload Date
	Status	07/16/2019