

Standard 1

National Standard	Essential Highlights	Interpretive Guidance	Checklist
<p>Standard 1: Internal Structure</p> <p><i>The provider(s) of DSMES services will define and document a mission statement and goals. The DSMES services are incorporated within the organization — large, small, or independently operated.</i></p>	<p>Documentation of a defined structure, mission, and goals supports effective provision of DSMES. Mission defines the core purpose of the organization and assists in developing professional practice and services. Business literature, case studies, and reports of successful organizations emphasize the importance of clearly shared missions, goals, and defined relationships.</p> <p>Providers of DSMES working within a larger organization will have the organization document recognition of and support of quality DSMES as an integral component to their mission.</p> <p>For smaller or independent providers of DSMES, they will identify and document their own appropriate mission, goals, and structure to fit the function in the community they serve.</p>	<p><i>Standard one relates to your service's formalized internal structure.</i></p> <p>ORGANIZATION CHART – illustrating where the DSMES services fit into the greater organization and clear channels of communication to the service from sponsorship, including all DSMES team members.</p> <p>The MISSION STATEMENT is a brief description of the program's fundamental purpose. It answers the question, "Why do we exist?" This statement broadly describes the service's present capabilities, customer focus, and activities. The GOALS identify the intended activities needed to accomplish the mission.</p> <p>LETTER OF SUPPORT – program must submit with application. Support must come from administrative level to which the program reports. If your program is small and you are the sponsoring organization or owner please write a statement of support for the DSMES service demonstrating the program's commitment to the people with diabetes in your community. Examples of administrators from your sponsoring organization who could provide your letter of support are CEO, President, Director, Clinical Manager, Quality Manager or Director, Owner, Supervisor, etc.</p>	<p>1. Clearly Documented organizational structure</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>2. Documentation of mission statement and program goals</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>3. Letter of support from sponsoring organization/owner</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>

Internal Structure:

The provider(s) of DSMES services will define and document a mission statement and goals. The DSMES services are incorporated within the organization — large, small, or independently operated.

AADE Interpretive Guidance:

Standard one relates to your programs formalized internal structure.

The Organizational Chart is a graphic or narrative depiction of formal relationships within the Organization that identifies areas of responsibility, accountability relationships and channels of communication.

The mission statement is a brief description of the program's fundamental purpose. It answers the question, "Why do we exist?" This statement broadly describes the program's present capabilities, customer focus, and activities. The audience is identified in the mission statement.

The Goals identify the intended activities needed to accomplish the mission.

AADE will review the program's mission statement, goals and letter of support from your sponsoring organization. If your program is small and you are the sponsoring organization please write a statement of support for the DSMES program demonstrating the program's commitment to the people with diabetes in your community.

Documentation Requirements for Standard 1:

The components for this standard are:

- Clearly documented organizational structure
- Mission statement, program goals
- Letter of support from leadership (dated)

Organizational Structure

1. Where the DSMES services fit into the larger organization
2. Clear channels of communication to the DSMES from sponsorship
3. All DSMES team members listed.

Mission Statement

1. A brief description of the program's fundamental purpose
2. Answers the question "Why do we exist?"
3. Broadly describes the program's current capabilities, customer focus and services.

Goals

The intended activities needed to accomplish the mission.

Letter of support from sponsoring organization/owner

1. Must come from level of administration that the Quality Coordinator and DSMES Program report to
2. Should demonstrate the program's commitment to the people with diabetes in the community