

**SUMMARY OF STANDARDS AND REQUIREMENTS
CERTIFIED INDIGENOUS DIABETES FOOT CARE PROGRAM ASSISTANT (CID-FCPA)**

In the context of ICBOC's Capacity Development Model, this Diabetes Program Foot Care Program Assistant certification can ladder up to the Diabetes Program Client Services Worker.

Education	Completion of High School and/or Certificate in a human or other social services program with integrated or additional formal or informal training/education in diabetes OR portfolio of training that reflect the requirements of this certification	
Experience	1000 hours of work experience, in a remunerated position, in an Indigenous diabetes health centre, a regional or provincial organization or program providing diabetes care management, prevention and education support services to individuals, families and communities affected with diabetes.	1000 hrs
Education - Training Minimum 200 hours	Core Knowledge and Skills in Diabetes	60 hours
	<ul style="list-style-type: none"> • Anatomy and physiological systems linked to diabetes • Pathophysiology • Epidemiology of diabetes among Indigenous communities in Canada • Health promotion & diabetes prevention • Psychosocial impact of diabetes on individuals, families and communities • Client education in diabetes self-management and care • Introduction to foot care 	5 5 10 10 8 10 12
	Related knowledge and skills (list on page 2)	10 hours
	General knowledge/skills in support of professional practice	30 hours
	Knowledge in the 8 core functions of a CID-FCPA	70 hours
	Cultural knowledge and skills	30 hours
Supervisor's Evaluation minimum score	<ul style="list-style-type: none"> • Core knowledge in diabetes • General Knowledge • Knowledge and skills in the 8 Core Functions of a CID-FCPA • Cultural knowledge • Cultural and professional competencies 	70%
Practicum	Practicum hours can be counted as hours of work experience (practicum report must be submitted)	
KNOWLEDGE AND SKILLS IN SUPPORT OF PROFESSIONAL PRACTICE		30 hrs
• Communications		20
• Interviewing techniques		5
• Safety issues		5
8 CORE FUNCTIONS OF A CID-FCPA (can be acquired via training or/and on the job practice)		70 hrs
1. Program Delivery		10
2. Administration		20
3. Event management		10
4. Resource management		10
5. Education		2
6. Community Outreach		3
7. Knowledge building		7
8. Teamwork		8

CULTURAL KNOWLEDGE AND SKILLS		30 hrs
Cultural/traditional knowledge on topics specific to Aboriginal culture, traditions and/or history, acquired through formal or informal training or through activities pursued in the context of community support/awareness work		10
Residential school issues and/or decolonization		10
Sixties Scoop		5
Jordan's Principle		5
DIABETES-RELATED KNOWLEDGE AND SKILLS		10 hrs
<p>The following topics are accepted as part of the training requirements for CID-FCPA certification. This list not exhaustive, if in doubt regarding any training you took or intend to take, please contact ICBOC. You can complete training on one or several topics as long as your satisfy the required hours</p>		
<ul style="list-style-type: none"> • Diabetes and mental health issues • Healthy lifestyle/life coaching topics • Diabetes and pregnancy • New advances in diabetes • Colonization and Diabetes in Indigenous communities • Diabetes, Indigenous foods and medicines • Diabetes and substance abuse/mis-use • Diabetes and other Indigenous cultural approaches • Historical classifications of diabetes types (WHO) • Prediabetes (Borderline Diabetes) • FORMS OF DIABETES <ul style="list-style-type: none"> - Type 1 - Type 2 - Gestational diabetes - Juvenile diabetes - LADA Diabetes - MODY Diabetes - Double diabetes - Steroid Induced Diabetes - Brittle diabetes mellitus (or labile diabetes) - Secondary diabetes - Diabetes insipidus (DI) • Cultural wellness practices 	<ul style="list-style-type: none"> • Stress & PTSD and diabetes • Trauma and Diabetes • HIV/AIDS and STDs and diabetes • Suicide linked to diabetes issues • Grief and loss and diabetes • Diabetes and safety issues • Diabetes and healthy parenting • Medicine wheel • Humour, laughter and health • Resilience • Self-care • Professional ethics • Work planning • Record Keeping • Report writing • Computer technology • Time management • Life coaching • Stages of change • Decolonization: concepts and practices • Residential School • RCAP report • TRC report 	
<p>NOTE: EDUCATION/TRAINING</p> <p>The required training hours may be acquired through university or college education programs, through more informal training offered by a range of training providers, including independent trainers. This training may be delivered in a variety of formats (programs, courses, workshops, seminars, webinars) and venues (class setting, in-house, online, conferences). ICBOC also accepts training hours acquired through alternative forms of learning/training.</p> <p>All training hours must be supported by proof of attendance/completion. This includes transcripts, certificates and affidavits/declarations by qualified persons. Certificates must clearly bear the name of the provider, the title of the training, number of hours, date(s) of training and signature of the provider/trainer.</p> <p>Declarations/affidavits must be written on the employer letterhead, include the title of the training, number of hours, date of training and signature of the provider/trainer and bear the name of the qualified person, his/her signature, and telepho or other contact information.</p>		

DETAILS – CORE KNOWLEDGE IN DIABETES

- **Anatomy and physiological processes linked to diabetes**

Impact of diabetes on the body systems (skeletal, muscular, respiratory, digestive, nervous, endocrine, cardiovascular, urinary, reproductive systems and eye disease)

- **Pathophysiology**

- Types and Causes of diabetes (prediabetes, gestational diabetes, type 1 and 2 diabetes)
- Signs and symptoms of diabetes Type 1 and 2
- Complications of Diabetes

- **Epidemiology of diabetes among Indigenous communities in Canada**

- Risk factors for the development of diabetes over the lifespan
 - o Risk factors for prediabetes
 - o Risk factors for Diabetes 1
 - o Risk factors for Diabetes 2
- Prevalence of prediabetes and diabetes in Indigenous communities

- **Health promotion & diabetes prevention**

- Healthy Lifestyle (Indigenous lens)
 - o Healthy diet
 - o Physical activity
 - o Psychological approaches to wellness
 - o Traditional approaches to Diabetes prevention and care

- **Psychosocial impact of diabetes on the individual, the family and community**

- Emotional impact (ex. grief and shame, anxiety, depression, denial, care resistance)
- Long term impact (ex. impact of physical disabilities, surgeries, financial costs)

- **Client education in diabetes self-management and care**

- Indigenous approaches to teaching and learning
- Common myths related to diabetes and diabetes care
- Impact of diabetes and its treatment on the person and family members
- Diabetes medication management (diabetes 1 and 2)
- Glucose monitoring
- Blood glucose levels and impacts - hyperglycemia and hypoglycemia
- Basic foot care management
- Smoking and Alcohol
- Community resources for diabetes care and healthy living support
- Risk reduction
- Diabetes care/wellness plans

- **Foot care**

- Risks of injuries
- Foot hygiene
- Nail care
- Corn/callus care
- Skin care
- Foot inspection
- Footwear

Core Functions Description

Diabetes Foot Care Program Assistant

- 1. Program Delivery:** Assisting in the coordination, implementation of culturally appropriate programs, training, events and clinics promoting diabetes' prevention and management for Indigenous clients and communities.
- 2. Administration:** Carrying all administrative duties to support the Foot Care Program and its services, as detailed in your job description. Ex. processing all payables, tracking payable budget, inputting all data, maintaining and providing updates to webpage, and social media tools, maintaining documents pertaining to the program, assisting in the maintenance of client files, in the preparation of program reports, work plans and budgets and performing internal and external communication duties.
- 3. Event Management:** Assisting the Foot Care program team in processing service requests, collaborate with all key players in the planning, promotion, logistical and physical implementation of all culturally appropriate events for Indigenous clients and communities.
- 4. Resource Management:** Monitoring resource inventory to maintain stock of existing resources for program delivery, of culturally appropriate resources based on need, assisting in the distribution of resources to clients and communities.
- 5. Education:** Sharing/distributing educational information and resources on diabetes and foot care to Indigenous communities and individuals during events and on request. Assist the Foot Care Coordinator to disseminate information on culturally appropriate training, care and treatment options for community members.
- 6. Community Outreach:** Assisting in ensuring the organization and the Program's public communications are correct, professional and follow the organization's branding style and AODA guidelines. Adhering to professionalism in representing the organization and program at all times.
- 7. Knowledge building:** Assisting the Foot Care Program team in the administration of activities related to the training of community-based diabetes workers and staff. Collaborating with Foot Care coordinator to identify personal knowledge/training gaps and needs. Participate in relevant training in order to effectively perform your position duties.
- 8. Teamwork:** Attending staff meetings as requested. Collaborating with program team to advance the mandate of the program. Assisting the Foot Care team to organize events and disseminate information to stakeholders. Working collaboratively with other as a team member and addresses conflicts in a positive and open manner. Modeling and reflecting a positive attitude when interacting with community, staff and other professionals.