

Cornerstones4Care®

# your guide to better office visits

a diabetes care  
planner



### This booklet belongs to:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

ZIP \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

If this booklet is found, please contact the owner listed above. Thank you!

### Favorably reviewed by:



These Novo Nordisk patient education materials were developed using information from the following sources: American Association of Diabetes Educators, American Diabetes Association, and American Dietetic Association. These booklets do not replace the advice of your diabetes care team. Be sure to consult your diabetes care team regarding your individual diabetes care plan.

Quotes reflect the opinions of the people quoted and not necessarily those of Novo Nordisk. Individual results may vary.

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## Your diabetes care: it's a team effort

You are not alone when it comes to managing your diabetes. You may have a doctor, nurse, diabetes educator, dietitian, and others on your team. You may also have family members or friends who lend their help and support.

And then, of course, there's you. You are the captain of your team and the most important person on it. Your fellow team members are experts on diabetes. But you are the expert on how you feel living with diabetes. All of your team members have the same goal: to help you manage your diabetes.

Diabetes is a condition that you can manage. You are in charge of the day-to-day care of your diabetes. As the captain of your team, you need to:

- Learn as much as you can about diabetes in general
- Know as much as possible about your diabetes and your health
- Know how to get the most from your visits with your diabetes care team



“Living with diabetes means having to be ready to accept the hard work involved in taking control of your own care and truly working with your doctors or medical team. I’ve learned to be proactive in my own care and to educate myself. ”

– Cheryl K, Maryland

As the team captain, you also have a right to:

- Be involved in your diabetes care planning
- Work with your team to set diabetes care goals
- Understand your diabetes tests and know what the results mean
- Have your questions answered

This booklet can help you be an active member of your diabetes care team and make the most of your office visits. It can help you:

- Keep track of your test results
- Prepare for your visits
- Decide before each visit what questions you want to ask
- Understand and remember your team’s advice and answers
- Use the information you receive to improve your diabetes care

Take this booklet with you to every visit. Use it to help you talk about what you need and how your diabetes care plan is working.

Visit [Cornerstones4Care.com](https://www.cornerstones4care.com) to find all sorts of tools to help you take charge of your diabetes. And join a FREE program to help you manage your diabetes.

# What to expect from office visits

Regular visits with your diabetes care team are very important to managing your diabetes.

## Your first visit

At your first visit, you and your diabetes care team will make a plan for managing your diabetes. Your plan should include:

- A list of goals for your
  - Blood sugar
  - Weight
  - Blood pressure
  - Medicine schedule
  - Meal plan
  - Physical activity
  - Blood cholesterol and blood fat tests
- Action steps that will help you reach your goals
- Ways to measure your progress
- Steps to take when you have questions
- Regular checks for diabetes problems



## Follow-up visits

Your diabetes care team will let you know how often you should return for visits. They most likely will recommend a complete checkup at least once a year. At each of your visits, make sure to:

- Let your diabetes care team know how you've been feeling
- Discuss your blood sugar diary and the other records you keep
- Talk about any new medicines you've been taking since your last visit
- Tell your diabetes care team about any major changes in your life
- Ask about your weight and blood pressure
- Have your eyes and feet checked
- Ask about any signs of possible diabetes problems
- Ask whether you need any diabetes care tests (See pages 10 and 11 for a schedule of diabetes care testing)
- Review your diabetes care plan to make sure it's working for you
- Talk about any changes to your diabetes care plan

**"Diabetes is a 24-hours-a-day, 7-days-a-week condition from which there is no vacation. People with diabetes must carefully juggle their activity levels, blood glucose levels, medications, meal plan, and stress level. I encourage everyone who must deal with the challenges of diabetes to seek answers to their questions and to be honest with their health care providers."**

– Sydney B, California

## Your diabetes care team

You and your diabetes care team need to stay in close touch. Write the names and phone numbers of your team members on the next page. Don't hesitate to ask a member of your team whenever you have questions or concerns. Make sure you keep a copy of the contact information for your team in your wallet.





Keeping track of your diabetes care team

Team member	Name	Telephone number
Primary health care provider	_____	_____
Endocrinologist	_____	_____
Certified diabetes educator	_____	_____
Nurse	_____	_____
Registered dietitian	_____	_____
Cardiologist (heart doctor)	_____	_____
Podiatrist (foot doctor)	_____	_____
Ophthalmologist (eye doctor)	_____	_____
Nephrologist (kidney doctor)	_____	_____
Dentist	_____	_____
Pharmacist	_____	_____
Emergency contact	_____	_____
Other contacts	_____	_____

To learn more about working with your diabetes care team, visit [Cornerstones4Care.com](https://www.cornerstones4care.com).

# Your diabetes care schedule

These pages show the tests and checkups that are part of a diabetes care plan. Ask your diabetes care team how often you should have these tests. Write down the date when you are scheduled to have each test.\*

Every 3 months	Date
Regular office visit	<div></div>
A1C test (if your blood sugar is not stable)	<div></div>
Blood pressure check	<div></div>
Weight check	<div></div>
Foot check	<div></div>

Every 6 months	Date
A1C test (if your blood sugar is stable)	<div></div>
Dental exam	<div></div>

The A1C test measures your estimated average blood sugar level over the past 2 to 3 months. It's like a "memory" of your blood sugar levels.

Make copies of these pages for future use, or visit [Cornerstones4Care.com](https://www.cornerstones4care.com) to find a diabetes care schedule.

Every year	Date
Physical exam	_____
Comprehensive foot exam	_____
Blood cholesterol & blood fat tests	_____
Kidney tests	_____
Dilated eye exam	_____
Flu shot	_____

\*These recommendations are based on American Diabetes Association guidelines. You and your diabetes care team will set individual goals for you.



# Tracking your diabetes care plan

The key parts of a diabetes care plan are:

- Medicine
- A meal plan
- A physical activity plan



Talk with your diabetes care team about your plan. Write each part of your plan here. Then write down any questions you want to ask at your next visit. You can create your own diabetes care plan on line at [Cornerstones4Care.com](http://Cornerstones4Care.com).

## Your medicine schedule

Medicine	Dose	How often to take
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## Questions

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Your daily meal plan

Amount per day	
Calories	<div></div>
Carbohydrates (carbs)	<div></div>
Fat	<div></div>
Protein	<div></div>
Sodium	<div></div>
<b>Questions</b>	
<div></div>	
<div></div>	
<div></div>	

Your physical activity plan

Type of physical activity	<div></div>	<div></div>
How long	<div></div>	<div></div>
How often	<div></div>	<div></div>
Things to watch out for	<div></div>	<div></div>
Things to avoid	<div></div>	<div></div>

## Tracking your blood pressure

Here is the blood pressure goal for most people with diabetes. Ask your diabetes care team what your personal goal is and write it below.

Blood pressure goal for most people with diabetes	Your blood pressure goal
Less than 140/80 mm Hg	_____mm Hg

If your blood pressure is too high, you may need to change your diabetes care plan. Changes might include:

- Weight loss (if necessary)
- Decreasing the amount of salt in your diet
- Changing your physical activity plan
- Adjusting your blood pressure medicine

“I began by simply walking around the block slowly every evening after supper. I really had to change my eating habits along with all the walking; but together, the eating and exercise changes to my daily routine have helped both my weight and my attitude about diabetes.”

— Jerry F, Texas

Here are some important questions to ask your diabetes care team about your blood pressure. Write the answers in the spaces.

- When was the last time my blood pressure was checked?  
\_\_\_\_\_
- What was the reading?  
\_\_\_\_\_
- If I'm not at my blood pressure goal, what would help me get there?  
\_\_\_\_\_  
\_\_\_\_\_
- When should I have my blood pressure checked next?  
\_\_\_\_\_  
\_\_\_\_\_

**Blood pressure results**

You and your diabetes care team will decide how often to check your blood pressure. Use the spaces below to keep track of your blood pressure.

Date	Blood pressure
_____	_____ mm Hg
_____	_____ mm Hg
_____	_____ mm Hg
_____	_____ mm Hg
_____	_____ mm Hg

## Tracking your blood cholesterol and blood fat levels

The blood cholesterol and blood fat (triglyceride) goals for most people with diabetes are shown below. Meeting your goals will help protect your heart and blood vessels from damage. Ask your diabetes care team what your personal goals are and write them in the spaces below.

### Blood cholesterol and blood fat goals for adults with diabetes

#### Your personal goals

#### LDL ("bad") cholesterol

For those who don't have heart disease: less than 100 mg/dL \_\_\_\_\_mg/dL

For those who have heart disease: less than 70 mg/dL \_\_\_\_\_mg/dL

#### HDL ("good") cholesterol

Men: more than 40 mg/dL \_\_\_\_\_mg/dL

Women: more than 50 mg/dL \_\_\_\_\_mg/dL

**Triglycerides:** less than 150 mg/dL \_\_\_\_\_mg/dL

Adapted from the American Diabetes Association. Standards of medical care in diabetes – 2013. *Diabetes Care*. 2013;36(suppl 1):S11-S66.



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If you're not meeting your blood cholesterol and blood fat goals, your diabetes care team may advise:

- Weight loss (if necessary)
- A change in your eating plan
- A change in your physical activity plan
- Cholesterol-lowering medicine

Here are some questions to ask your diabetes care team about your blood cholesterol and blood fat levels.

- When was the last time my blood cholesterol and blood fat levels were checked?

---

- What were the results and what do they mean?

---

- If I'm not meeting my blood cholesterol and blood fat goals, what would help me meet them?

---

- When should I have my blood cholesterol and blood fat levels checked next?

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## Blood cholesterol and blood fat diary

Each time you get your blood cholesterol and blood fat levels checked, ask your diabetes care team for the results. Write them on this chart along with the date.

Date	Blood cholesterol and blood fat levels
_____	HDL _____mg/dL
_____	LDL _____mg/dL
_____	Triglycerides _____mg/dL
_____	HDL _____mg/dL
_____	LDL _____mg/dL
_____	Triglycerides _____mg/dL
_____	HDL _____mg/dL
_____	LDL _____mg/dL
_____	Triglycerides _____mg/dL
_____	HDL _____mg/dL
_____	LDL _____mg/dL
_____	Triglycerides _____mg/dL
_____	HDL _____mg/dL
_____	LDL _____mg/dL
_____	Triglycerides _____mg/dL

## Caring for your kidneys

Once a year, your diabetes care team will want to check your kidneys. Here are some questions to ask your diabetes care team about how your kidneys are working. Write the answers in the spaces.

■ When was the last time I had a kidney test?

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---

■ What were my results and what do they mean?

---

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■ Is there anything else I could be doing to help protect my kidneys?

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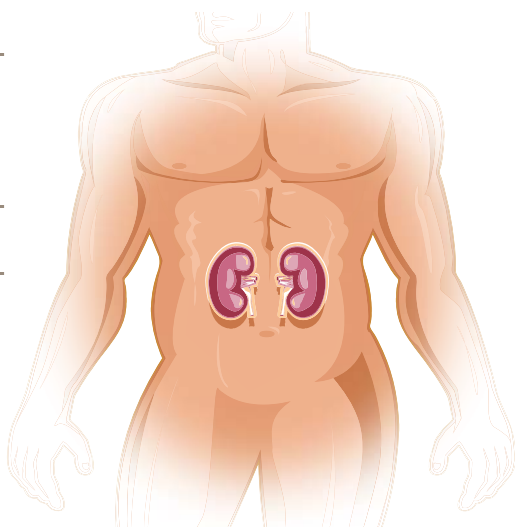
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■ When is the next time my kidneys should be checked?

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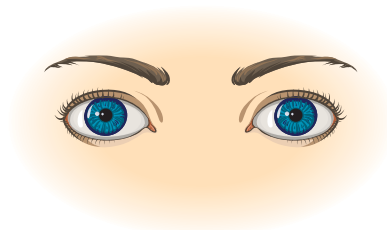
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To learn more about how to manage diabetes, visit [Cornerstones4Care.com](https://www.cornerstones4care.com).



## Caring for your eyes

To help protect your eyes, you should have a dilated eye exam once a year. During a dilated eye exam, the pupil of the eye (the black center) is enlarged with eyedrops. This allows the doctor to see the inside of the eye more easily.



Here are some questions to ask your diabetes care team. Write their answers in the spaces.

■ When was the last time I had a dilated eye exam?

---

■ What were the results?

---

■ What do the results mean?

---

■ When should I have my next dilated eye exam?

---

“My diabetes was discovered in 1962, when not that much was really known about the disease except that insulin was the only way to manage it. I control my diabetes with blood glucose (sugar) checks and altering my insulin to adapt to my lifestyle.”

— Pamela S, North Carolina

## Caring for your feet

It's best to have your feet checked at every office visit. Taking off your shoes and socks while waiting in the exam room can help you and your diabetes care team remember to look at your feet. In addition, you should have a comprehensive foot exam at least once a year.

Here are some questions to ask your diabetes care team. Write their answers in the spaces.

■ When was the last time I had a foot exam?

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■ What did the exam show?

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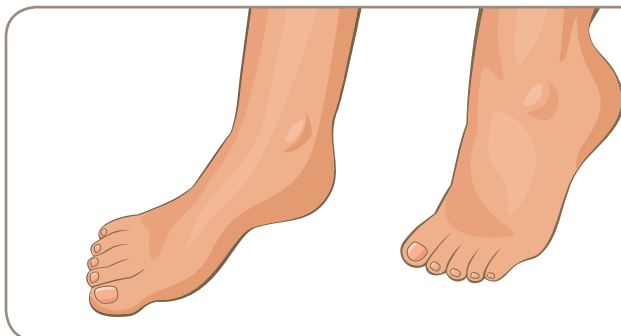
■ What do the findings mean?

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■ If the exam showed any problems, what can I do to correct them?

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## Questions for your diabetes care team

Think about the questions you'd like to ask your diabetes care team at your next visit. Write them in the spaces below. During the visit, write down the answers your diabetes care team gives you. This information will help you continue to take good care of your diabetes.

**Q**

**A**

**Q**

**A**

**Q**

**A**

## Diabetes care plan checklist

Do you know everything you need to know about your diabetes care? Do you have all the answers you need? This checklist can help you find out. Check the boxes below when you fully understand:

- ☐ When and how to take your diabetes medicine
- ☐ If you take insulin, when it starts working and when it will have its peak action (the time when it's working the hardest to control your blood sugar)
- ☐ When and how to check your blood sugar and what the results mean
- ☐ Your target blood sugar goals (before meals, after meals, and A1C)
- ☐ Why it's important to keep your blood sugar levels in your target range
- ☐ What you can do if your blood sugars are out of your goal range
- ☐ Possible causes of low blood sugar, how to prevent it, and what to do if it happens
- ☐ How to follow your meal and physical activity plans
- ☐ When to call your diabetes care team and how to reach them
- ☐ The importance of follow-up visits
- ☐ Where to go to learn more

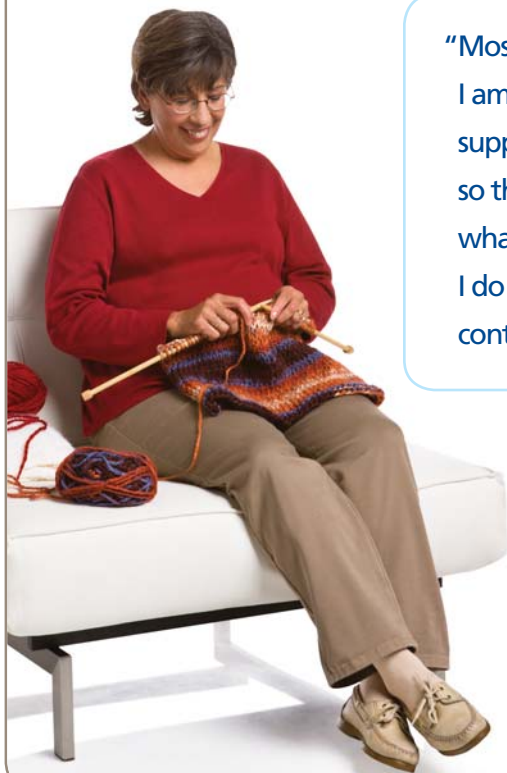
**Cornerstones4Care.com** is a great place to visit to learn all about diabetes.

## Tracking your blood sugar

One of the most important things you can do is to manage your blood sugar. To do that, you need to check your blood sugar often. Checking often will tell you:

- If your diabetes medicine is working to control your blood sugar
- How your physical activity and meal plans affect your blood sugar

You and your diabetes care team will set blood sugar goals for you based on your diabetes care plan. The chart on the next page lists blood sugar goals that many experts suggest for people with diabetes. Write your personal goals in the last column.



**"Most people don't even realize I am diabetic. I always carry my supplies in a bag wherever I go so that I am always prepared for whatever situation might arise. I do not allow my diabetes to control me. Rather, I control it!"**

— Alan C, Florida



## Blood sugar goals

Time	Goals for many adults with diabetes	Your goals
Before meals	70 to 130 mg/dL	_____
1 to 2 hours after the start of a meal	Less than 180 mg/dL	_____
A1C	Less than 7%	_____
Adapted from the American Diabetes Association. Standards of medical care in diabetes – 2013. <i>Diabetes Care</i> . 2013;36(suppl 1):S11-S66.		

## Questions for your diabetes care team about A1C

Here are some important questions to ask your diabetes care team about your A1C. Write the answers in the spaces below.

■ When was the last time my A1C was checked?

\_\_\_\_\_

■ What was the reading?

\_\_\_\_\_

■ What does the reading mean?

\_\_\_\_\_

■ If I'm not at my A1C goal, what would help me get there?

\_\_\_\_\_

■ How often should I have my A1C checked?

\_\_\_\_\_

## A1C diary

Use the spaces below to keep track of your A1C.






Date	A1C level
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

## Using your blood sugar diary

Use your diary to record your blood sugar readings. You'll find an example on pages 30 and 31 of this booklet. Show the diary to your diabetes care team at your office visits. Good diary records will help you and your team make the best possible decisions about your diabetes care plan.

For an on-line diary or to download a diary, visit [Cornerstones4Care.com](http://Cornerstones4Care.com).

■ To download a copy:

-  Click on "Tools & Resources"  
(on top blue bar)
-  Click "Blood sugar diary"  
on the left
-  Click "Join now" to join  
[Cornerstones4Care®](http://Cornerstones4Care.com).  
Complete the registration form
-  Click on "click here" in blue  
in the second paragraph
-  Click on "track your progress"  
under "Keep track with a blood  
sugar diary"

**"If you don't understand  
what the A1C tells you,  
then ask."**

— Cheryl K, Maryland



Here's how to use the blood sugar diary:

Day/ date	Time	Diabetes medicine type and dose	Blood sugar			
			Breakfast		Lunch	
Mon	6:30 am	10u 70/30	Before	After	Before	After
1 4/22	2	3	Time 6 am	8 am		
			90 mg/dL	150		

Time ↑ Blood sugar reading

- 1 Write down the date
- 2 Write the time you took your diabetes medicine
- 3 Write the type and amount of your diabetes medicine
- 4 Write the time and your blood sugar readings in the "before" and "after" spaces. After-meal readings are usually taken 1 to 2 hours after you start your meal. Nighttime readings are usually taken after bedtime and before breakfast



Day/ date	Time	Diabetes medicine type and dose	Blood sugar results*						Ketone test results	Carb intake	Activity
			Breakfast		Lunch		Supper				
Mon			Before	After	Before	After	Before	After			
			Time								
			mg/dL								
Tue			Before	After	Before	After	Before	After			
			Time								
			mg/dL								
Wed			Before	After	Before	After	Before	After			
			Time								
			mg/dL								
Thu			Before	After	Before	After	Before	After			
			Time								
			mg/dL								
Fri			Before	After	Before	After	Before	After			
			Time								
			mg/dL								
Sat			Before	After	Before	After	Before	After			
			Time								
			mg/dL								
Sun			Before	After	Before	After	Before	After			
			Time								
			mg/dL								

A1C \_\_\_\_\_ Date \_\_\_\_\_

\*10u Check your blood sugar

Blood sugar results*				Ketone test results	Carb intake	Activity
Supper		Bedtime	Night			
Before	After			5	6	7
				5 <i>neg</i>	6 <i>26 carbs</i>	7 <i>Walked 1 hour at 7 pm.</i>
				Notes 8	<i>Stressed out about starting new job tomorrow.</i>	

- 5 If your doctor suggests ketone testing, write your ketone test results here
- 6 If you are counting carbs, write how many grams of carbs you ate
- 7 Write how many minutes of physical activity you did
- 8 Write notes about anything that might have affected your blood sugar readings, such as the food you ate, any physical activity you did, or any stress you might be under

9 A1C	<i>7.0</i>	Date	<i>4/29</i>
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- 9 Use the last row to record your latest A1C levels, along with the date of the check

If you would like to use an online blood sugar diary, you can find one at [Cornerstones4Care.com](https://www.cornerstones4care.com). If you are new to taking a mealtime insulin, talk with your diabetes care team about making changes that are right for you.

# Your blood sugar diary

Day/ date	Time	Diabetes medicine type and dose	Blood sugar			
			Breakfast		Lunch	
Mon			Before Time	After	Before	After
			mg/dL			
Tue			Before Time	After	Before	After
			mg/dL			
Wed			Before Time	After	Before	After
			mg/dL			
Thu			Before Time	After	Before	After
			mg/dL			
Fri			Before Time	After	Before	After
			mg/dL			
Sat			Before Time	After	Before	After
			mg/dL			
Sun			Before Time	After	Before	After
			mg/dL			

A1C

Date

If you'd like to use an online blood sugar diary, you can find one at [Cornerstones4Care.com](https://www.cornerstones4care.com).

Sugar results*				Ketone test results	Carb intake	Activity
Supper		Bedtime	Night			
Before	After					
				Notes		
Before	After					
				Notes		
Before	After					
				Notes		
Before	After					
				Notes		
Before	After					
				Notes		
Before	After					
				Notes		
Before	After					
				Notes		

\*You and your diabetes care team will decide the best times for you to check your blood sugar.

# Commitment to my health

## My agreement

Use this chart to help you decide on your wellness goals and plan how to get to the goals you choose. I, \_\_\_\_\_, agree to achieve the goals below to help improve my overall health and wellness.

Example	
What I will do:	<i>I will play a more active role on my diabetes care team by using this booklet to keep track of my test results, write down my questions, and get ready for my visits.</i>
When I will start:	<i>I will start as soon as my most recent test results come back.</i>
How I will start:	<i>I will write down my results as soon as I receive them.</i>
How I will continue:	<i>I will write down questions for my team so that I am ready for my visits.</i>
My barriers:	<i>I sometimes think of questions and then forget them when I'm at my visits.</i>
How I will overcome barriers:	<i>I will keep this booklet with me all the time so that I can write down questions as soon as I think of them.</i>



Your signature \_\_\_\_\_ Date \_\_\_\_\_

Friend's signature \_\_\_\_\_ Date \_\_\_\_\_

	Goal 1	Goal 2	Goal 3



## Support online

Enjoy the benefits and support of the free *Cornerstones4Care*® program. Simply enroll online at [Cornerstones4Care.com](http://Cornerstones4Care.com). You'll be able to take advantage of all sorts of tools for managing your diabetes, including an online blood sugar diary and a personalized action plan tool. Don't miss this chance. Join today!





## Notes

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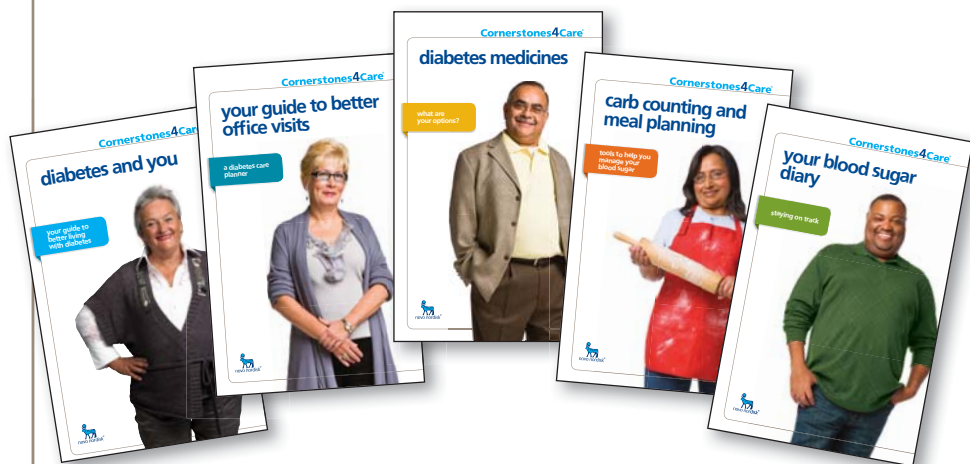
## **novo nordisk is dedicated to diabetes**

### **Diabetes is our passion and our business**

As a leader in diabetes, Novo Nordisk is dedicated to improving diabetes care worldwide. Novo Nordisk first marketed insulin for commercial use in 1923. Today we offer a broad line of medicines for diabetes. Novo Nordisk created the world's first prefilled pen device for injections.

If you are having trouble affording your Novo Nordisk brand medicine, you may qualify for help. Call the Customer Care Center at 1-800-727-6500 to see if you qualify for assistance.

For more information about Novo Nordisk products for diabetes care, call 1-800-727-6500.



The *Cornerstones4Care*® educational series is designed to help people with diabetes work with their diabetes care team to learn about and manage diabetes.

- diabetes and you
- your guide to better office visits
- diabetes medicines
- carb counting and meal planning
- your blood sugar diary

The photographs used in this booklet are for illustration only. The models in the photographs do not necessarily have diabetes or other ailments.

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