

January 26, 2007

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| DIRECTIVE: JOB CORPS INFORMATION NOTICE NO. 06-17 |
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
 ALL JOB CORPS REGIONAL DIRECTORS
 ALL JOB CORPS CENTER DIRECTORS
 ALL JOB CORPS CENTER OPERATORS
 ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
 ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: ESTHER R. JOHNSON, Ed.D.
 National Director
 Office of Job Corps

SUBJECT: Chronic Care Management Plans

1. Purpose. To provide Job Corps staff with tools to monitor and provide case management for students with chronic diseases.
2. Background. Chronic diseases have a major impact on the employability as well as morbidity and mortality of Job Corps students. PRH Section 6.10, R1.b.4. states, “Students identified as having chronic health problems during the cursory or entrance physical shall be monitored as directed by the center physician or other appropriate center health care provider.” Chronic Care Management Plans (CCMPs) are tools that have been developed to provide a systematic approach for the treatment of chronic diseases. Attachments A through F contain CCMPs that have been developed for the chronic diseases most commonly found in the Job Corps student population: asthma, diabetes, hypertension, obesity, seizure disorder, and sickle cell disease.

Each CCMP is composed of a disease overview for health staff; a disease-specific questionnaire for use during Outreach and Admissions; a summary of specific interventions appropriate for the Career Preparation Period, Career Development Period, and Career Transition Period; and a flowsheet for recording periodic monitoring visits. Attachment G, CCMP Adherence Techniques, outlines common approaches to enhance adherence to all chronic disease treatment plans.

CCMPs and CCMP Adherence Techniques will be incorporated into the next release of TAG M: Health Care Guidelines.

3. Action Required.

Job Corps staff should take the following steps to implement the CCMPs on center:

- a. Outreach and Admissions counselors should forward the disease-specific questionnaire to the applicant's physician if the applicant reports a history of one or more of the six diseases listed above.
- b. The disease-specific questionnaire can also be forwarded to the applicant's physician by the Interdisciplinary Team (IDT) conducting folder reviews on center.
- c. Case management should be implemented on center, as described in the appropriate section of the relevant attachment, for students with each disease.
- d. Disease-specific documents, except for the disease overview, should be included in the student health record.

Addressees are to ensure that this Information Notice is distributed to all appropriate staff.

4. Expiration Date. Until superseded.

5. Inquiries. Inquiries should be directed to Barbara Grove at (202) 693-3116 or grove.barbara@dol.gov.

Attachments

- A – Asthma Chronic Care Management Plan
- B – Diabetes Chronic Care Management Plan
- C – Hypertension Chronic Care Management Plan
- D – Obesity Chronic Care Management Plan
- E – Seizure Disorder Chronic Care Management Plan
- F – Sickle Cell Disease Chronic Care Management Plan
- G – Chronic Care Management Plan Adherence Techniques