National Diabetes Prevention Program Submitting Evaluation Data to DPRP 2015 DPRP Standards

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Please mute phones and submit all questions after the presentation to:

dprpAsk@cdc.gov

CDC DPRP Standards and Operating Procedures Revised January 1, 2015

➢ This document revises the 2011 version of the DPRP Standards.

➢ Among the revisions are changes to the data elements and data submission schedule.

➢ A transition plan has been developed to guide and assist the transitioning organizations move from the 2011 to the 2015 standards by 12/31/2015.

➢ CDC has provided each transitioning organization with an individualized data submission and evaluation timeline, and detailed instructions for submission of their data.

Transition Plan

➢ **Each transitioning organization will submit data once during the period 1/1/15-12/31/15, and once every 12 months thereafter.**

➢ CDC will provide each transitioning organization with an effective date.

- **If the organization has previously submitted data, the effective date will be the first day of the month during which the first session occurred.**

- **If the organization has not submitted data, the effective date will be the first day of the month following the application approval date.**

Transition Plan (continued)

- The first submission after 1/1/15 is due during the month of the anniversary of the effective date. Examples...
  - If the effective date is March 1, 2012, the first submission following 1/1/15 must be made during March 2015.
  - If the effective date is August 1, 2014, the first submission must be made during August 2015.

- If you are on your 6, 18 or 30 month submission, you will wait and submit a 12, 24 or 36 month file on the anniversary of your effective date.

- All submissions must continue to include records for all sessions attended since the most recent prior data submission.

Transition Plan (continued)

➢ **Data files that are submitted to CDC during the period 1/1/15-12/31/15 may use either the variables and format specified in the 2011 DPRP Standards or the variables and format specified in the 2015 DPRP Standards, but not both**.

  ➢ CDC will map the data to the updated variables and format, and evaluate the submission based on the 2015 DPRP Standards.

  ➢ If the first data submission following January 1, 2015 is a 24 or 36 month submission, CDC will make an evaluation for full recognition. **Full recognition may be achieved based on either**

   ➢ **the 2011 requirements (if data were submitted in the previous format) or**

   ➢ **the 2015 requirements (regardless of submission format).**

Transition Plan (continued)

➢ **All organizations will be considered to have completed their transition to the 2015 DPRP Standards by 1/1/2016.**

Submitting Evaluation Data

➢ **Each DPRP recognized organization (full or pending) must submit evaluation data to CDC every 12 months. This requirement begins 12 months from the organization's effective date.**

- The first data submission must also include records for any sessions attended between the approval date and the effective date.
- Annual data submissions should not include data from earlier submissions.

➢ **Data must be transmitted as a data file using the comma separated value (CSV) format.**

- Each row in the data file should represent one session attended by one participant.
- If a participant is absent from a session, then no record should be submitted for that participant for that session.
- There should be no empty fields and no empty cells. When a data value is unknown, the default value should be entered.

Submitting Evaluation Data

- Do not make any changes in the spelling. Variables (columns) in the data submission file should have the same names (column headings) and appear in the same order as in the data dictionary.

- No information in identifiable form (directly or indirectly identifiable) (IIF) about lifestyle program participants should be transmitted to CDC.

Submission Reminders

- One month prior to the anniversary of an organization's effective date , DPRP will send an email reminder to the organization's contact person.

  For example:
  - If the effective date is March 1st , the email will be sent on February 1st.
  - If the effective date is August 1st , the email will be sent on July1st.
  - DO NOT send data at this time. Only send data during your anniversary month.

- A second data submission reminder (if necessary) will be sent to the organization's contact person, as a courtesy, approximately two weeks after the effective date.

  For example:
  - If the effective date is March 1st , the email will be sent on around March 15th.
  - If the effective date is August 1st , the email will be sent on around August 15th.

A few additional notes about data collection…

➢ Classes and data collection may begin on or after the approval date and must begin within the six months following the effective date.

➢ If the organization has pending recognition and is not able to start classes within 6 months, the organization should withdraw and reapply when it is better prepared to begin the lifestyle change class within the required time frame.

A couple additional notes about data submission…

➢ **Organizations having a data submission due during January 2015 should submit data during February 2015.**

➢ **Starting February 2, 2015, evaluation data will no longer be submitted as an email attachment to dprpData@cdc.gov. All organizations need to submit their data files through the DPRP Data Application website.**

form, please call the CDC's help line, CDC-Info. Contact information for CDC-Info is given on the right-hand side of this Web page. Please ask the help desk staff for information about submitting evaluation data to the Diabetes Prevention Recognition Program. You may also send an e-mail to the help desk with the subject line "Diabetes Prevention Recognition Program Data Submission."

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Diabetes Prevention Recognition Program (DPRP) Evaluation Data Submission
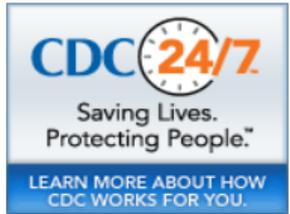
*Indicates Required field

EVALUATION DATA SUBMISSION
NOTE: In order to submit your evaluation data file, please provide your assigned organization code and contact e-mail address, then select 'Continue'.

1. Organization Code *
This code is assigned by the DPRP. Enter your previously assigned organization code.

2. Contact E-mail Address *
The contact person's e-mail address. DPRP staff will use this e-mail address to communicate with your organization.

VERIFICATION
3. Spam Prevention - Please answer the following math question. *

7 + 1 =

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Related Links

Diabetes Public Health Resource

National Diabetes Prevention Program > Diabetes Prevention Recognition Program > Upload Your Data

Submitting Evaluation Data

Upload and submit your data file below. The file name must include the .csv extension (e.g., myorg6mo.csv). Upon successful submission, you will receive an automated e-mail confirming our receipt of your data file. If you do not receive this e-mail, your submission may not have been completed successfully. Please check your spam or junk mail folder for the confirmation message before trying to upload your data file again.

If you have any questions about submitting your evaluation data, please call the Centers for Disease Control and Prevention's help line, CDC-Info. You can find contact information for CDC-Info on the right-hand side of this Web page. Please ask the help desk staff for information about submitting evaluation data to the Diabetes Prevention Recognition Program. You may also send an e-mail to the help desk with the subject line "Diabetes Prevention Recognition Program Data Submission."

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Diabetes Prevention Recognition Program (DPRP) Upload File

*Indicates Required field

EVALUATION DATA FILE

1. Evaluation Data File *

- Only one file can be uploaded.
- Allowed file types: csv.
- Maximum length of file name: 200 characters.
- Maximum file size: 10MB (10,240 KB).

[no files selected]   Browse

Submit Evaluation Data

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Related Links

Diabetes Public Health Resource

National Diabetes Prevention Program > Diabetes Prevention Recognition Program > Upload Your Data

Submitting Evaluation Data - Thank You

You have successfully submitted your data file to the Diabetes Prevention Recognition Program (DPRP). Please check your e-mail for a confirmation message from DPRP. If you do not see this confirmation in your inbox, please check your spam or junk mail folder before contacting us.

If you have any questions about your data submission, please call the Centers for Disease Control and Prevention's (CDC) help line, CDC-Info. You can find contact information for CDC-Info on the right-hand side of this Web page. Please ask the help desk staff for information about submitting evaluation data to the Diabetes Prevention Recognition Program. You may also send an e-mail to the help desk with the subject line "Diabetes Prevention Recognition Program Data Submission."

Sincerely,
The CDC DPRP Team

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1/7/2015

Required Variables

Example Spreadsheet (CSV) – 2015 Standards

ORGCODE	PARTICIP	STATE	GLUCTEST	GDM	RISKTEST	AGE	ETHNIC	AIAN

ASIAN	BLACK	NHOPI	WHITE	SEX	HEIGHT	DATE	WEIGHT	PA

2015 Data Dictionary: Evaluation Data Elements

Data element description	2015 Standards Variable Name	Coding/Valid Values
Organization Code	ORGCODE	Up to 25 alphanumeric characters (provided by CDC)
Participant ID	PARTICIP	Up to 25 alphanumeric characters
Participant State	STATE	Two-letter abbreviation for the U.S. state or territory in which the participant resides
Participant's Prediabetes Determination (1 of 3)	GLUCTEST	1 Prediabetes diagnosed by blood glucose test 2 Prediabetes NOT diagnosed by blood glucose test (default)
Participant's Prediabetes Determination (2 of 3)	GDM	1 Prediabetes determined by clinical diagnosis of GDM during previous pregnancy 2 Prediabetes NOT determined by GDM (default)
Participant's Prediabetes Determination (3 of 3)	RISKTEST	1 Prediabetes determined by risk test 2 Prediabetes NOT determined by risk test (default)

2015 Data Dictionary: Evaluation Data Elements

Data element description	2015 Standards Variable Name	Coding/Valid Values
Participant's Age	AGE	18-125 (in years, rounded with no decimals)
Participant's Ethnicity	ETHNIC	1 Hispanic or Latino 2 Not Hispanic or Latino 9 Not reported (default)
Participant's Race (1 of 5)	AIAN	1 American Indian or Alaska Native 2 Not American Indian or Alaska Native (default)
Participant's Race (2 of 5)	ASIAN	1 Asian 2 NOT Asian (default)
Participant's Race (3 of 5)	BLACK	1 Black or African American 2 NOT Black or African American (default)
Participant's Race (4 of 5)	NHOPI	1 Native Hawaiian or Other Pacific Islander 2 NOT Native Hawaiian or Other Pacific Islander (default)

2015 Data Dictionary: Evaluation Data Elements

Data element description	2015 Standards Variable Name	Coding/Valid Values
Participant's Race (5 of 5)	WHITE	1 White 2 NOT White (default)
Participant's Sex	SEX	1 Male 2 Female 9 Not Reported
Participant's Height	HEIGHT	30 to 98 (in inches) — *or*— 99 Not reported (default)
Session Date	DATE	mm/dd/yyyy

2015 Data Dictionary: Evaluation Data Elements

Data element description	2015 Standards Variable Name	Coding/Valid Values
Participant's Weight	WEIGHT	70 to 997 (in pounds) —*or*— 998 Pregnant (data will not be included when calculating average weight loss —*or*— 999 Not recorded (default)
Participant's Physical Activity Minutes	PA	0 to 997 (in minutes) —*or*— 999 Not recorded (default)

Requirements for Full Recognition

Requirements for Full Recognition
2015 Standards

Requirement 5:

Session attendance during months 1-6 Session attendance will be averaged over all participants who attended a minimum of four sessions. The average number of sessions attended must be a minimum of nine .

Requirements for Full Recognition
2015 Standards

Requirement 6:

Documentation of body weight Documentation of body weights will be based on all participants who attended a minimum of four sessions. Body weight must have been recorded at 80% or more of all sessions attended. The DPRP recommended procedures for measuring weight are included in Appendix E: DPRP Recommended Procedures for Measuring Weight.

Requirements for Full Recognition
2015 Standards

Requirement 7:

Documentation of physical activity minutes Documentation of physical activity minutes will be based on all participants who attended a minimum of four sessions. Physical activity minutes must have been recorded at 60% or more of all sessions attended.

Requirements for Full Recognition
2015 Standards

Requirement 8:

Weight loss achieved at six months The average weight loss (mean percentage weight loss) achieved by participants attending a minimum of four sessions must be a minimum of 5% of "starting" body weight (defined as the body weight measured at the first intervention session attended). Weight loss will be averaged over all participants attending a minimum of 4 sessions. The first and last weights recorded for each participant during months 1-6 will be used to calculate this measure.

Requirements for Full Recognition
2015 Standards

Requirement 9:

Session attendance during months 7-12 Session attendance will be averaged over all participants who attended a minimum of four sessions. The average number of sessions attended during months 7-12 must be a minimum of three.

Requirements for Full Recognition
2015 Standards

Requirement 10:

Weight loss achieved at 12 months The average weight loss (mean percentage weight loss) achieved over the entire intervention period by participants attending a minimum of 4 sessions must be a minimum of 5% of "starting" body weight. Weight loss will be averaged over all participants attending a minimum of 4 sessions during the entire intervention period. The first and last weights recorded for each participant during months 1-12 will be used to calculate this measure.

Requirements for Full Recognition
2015 Standards

Requirement 11:

Program eligibility requirement A minimum of 50% of participants must be eligible for the lifestyle intervention based on either a blood test indicating prediabetes or a history of GDM. The remainder (maximum of 50% of participants) must be eligible based on the CDC Prediabetes Screening Test, the American Diabetes Association Type 2 Diabetes Risk Test or a claims-based risk test. Calculation of these percentages will be based on all participants who attended a minimum of four sessions. Refer to Section II for participant eligibility requirements.

Thank you for participating in the Diabetes Prevention Recognition Program

The CDC DPRP Team

Submit questions to dprpAsk@cdc.gov

For more information please contact Centers for Disease Control and Prevention

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The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the Centers for Disease Control and Prevention.

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