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| You're in Control Facilitator Guide |
| Facilitator Guide |

**PLANNING AND MATERIALS**

This facilitator guide is a companion document to the Balance Builder PowerPoint and corresponding handouts. It is intended to guide facilitators in the presentation preparation and facilitation. Included in the guide are preparation tasks, suggested materials, high-level outcomes, the agenda, and presentation outline. The outline includes suggested talking points. These are only suggestions and subject to change based on the facilitator’s needs, available presentation time, audience, etc.

Below is a list of materials and event tasks that may be appropriate for events.  Not all materials and tasks are suitable for every event.  Specifics about the materials and tasks will be communicated by the Field Engagement Specialist. Please reach out to your Field engagement Specialist if you have questions.

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| PRE- EVENT TASKS C:\Users\SimsM\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\AFQO5PY4\MC900432530[1].png  |
| Review materials* Facilitator Guide
* Presentation PowerPoint
* Trackpad and Magnet
* Generic and Co-branded mailer templates
* Promotional Poster
* Promotional Flyer
* Workshop Sign in Sheet
* Follow-up email
 |  |
| View exercise video  |  |
| * If there will be a booth, confirm that booth items have been received:
* Tablecloth
* Holder for fliers
 |  |
| Confirm location contact’s name and contact information. |  |

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| EVENT TASKS C:\Users\SimsM\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\AFQO5PY4\MC900432530[1].png |
| Introduce yourself to the location contact. |  |
| If needed, set-up set up event booth |  |
| If applicable, set-up screen and computer with projector. PCs are not expected to bring a computer, screen, or projector.  |  |
| Set-up room with chairs.* Consider how you want the room to be during the presentation and during exercise. You will want to make sure members can move freely and that they can easily see you. We recommend placing the chairs in a honeycomb pattern.
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| Have printed materials ready and organized. |  |
| Know where the closest SilverSneakers locations are. |  |

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| WORKSHOP AGENDA |  |  |
| Welcome | * Greeting by Participating Location (PL) Staff & SSFP Representative
* Sign-in sheet completed and shared with PL staff for eligibility check.
 | 5 min. |
| Presentation | * + Introduction by Territory Manager (TM)/Program Champion (PC)
	+ You’re in Control Presentation
	+ Member Eligibility check conducted by PL Staff during Presentation
	+ Facility Enrollment Packets prepared by PL staff.
	+ Sign-in sheets given back to TM or PC.
 | 20 min. |
| Physical Activity/Exercise | * Led by PC or Territory Manager
 | 30 min. |
| Wrap Up | * Thank members for their time and participation.
* Remind members to take home information and follow-up on next steps.
* PL staff should make themselves available for enrollment. Facilitator should direct members to the PL staff.

Suggested Options – Not Required:* PL staff can give tours of location.
* Direct members to an area where they can socialize and speak with any vendors we invite.
 | 5 min. |

**PRESENTATION OUTLINE:**

**Note: this workshop uses a PowerPoint slide deck to guide the discussion. The tone should be conversational and inclusive.**

**Disclaimer: If you, a friend, or family member has one has Type *1* Diabetes, exercise is still recommended but please speak to a health care professional before starting an exercise program.**

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| POWERPOINT | TALKING POINTS |
| Slide 1Title | **SAY*** Welcome participants.
* Introduce yourself and explain your role with SilverSneakers.
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| Slide 2Share You’re Experience | **SAY*** Our members tell us that there are many emotions that go along with being diagnosed with diabetes or being told that they are at elevated risk for developing diabetes.
* Ask participants what are some words that describe that feeling (ask participants to share if they are comfortable)?
* Confirm the emotions that go along with being diagnosed with Type 2 Diabetes.
	+ Examples may include:
		- Fear
		- Embarrassment
		- Frustration
		- Shame
		- Worry
		- Overwhelmed
		- Hopeless
		- Regret
 |
| Slide 3Good news! | **SAY*** The good news is that they are in control.
* Living well with Type 2 diabetes mellitus (DM) is 99% about self-management.
* Ask participants:
	+ How does that sound?
	+ How many of you agree?
 |
| Slide 4What You’ll Learn Today | **SAY**Review the agenda:* Managing Type 2 diabetes with exercise
* The benefits of exercise and how it helps
* The key features of SilverSneakers
* How to enroll in SilverSneakers
* And you’ll experience a class demo
 |
| Slide 5Quote | Sliver sneakers member quote (see slide) |
| Slide 6Benefits of Exercise | **SAY*** Everyone benefits from regular exercise. It doesn’t take that much time to start experiencing the benefits. Just 150 minutes of moderate exercise a week can:
	+ lower blood pressure.
	+ lower your risk for heart disease and stroke.
	+ burn calories to help you lose or maintain weight
	+ increase your energy for daily activities
	+ help you sleep better
	+ relieve stress
* Remind participants that 150 minutes of moderate exercise a week can be divided up in as little as 10-minute increments. For example, 150 minutes can be completed in 30-minute sessions 5 days a week.
	+ People should start where they are and do what they can.

(continued on slide 7) |
| Slide 7Benefits of Exercise cont. | **SAY**  * Strengthen your heart and improve your blood circulation
* Strengthen your muscles and bones
* keep your joints flexible
* improve your balance to prevent falls
* reduce symptoms of mild depression and improve quality of life
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| Slide 8Effect of Exercise on Type 2 Diabetes | **SAY*** Explain how exercise can help people manage type 2 diabetes.
* Routine exercise is important for everyone. But, it becomes even more important when you have been diagnosed with type 2 diabetes.
* By being fit and active people are able to better control diabetes and keep their blood glucose level in the correct range. This can play an important role in preventing long-term complications such as nerve damage, kidney disease, eye disease.
* People with Type 2 diabetes have too much glucose in their blood, either because their body doesn’t produce enough insulin to process it, or because their body doesn’t use insulin properly (insulin resistant).
* In either case, routine exercise can help the body utilize blood glucose. This typically results in lower blood glucose levels. Additionally, people who are regularly active, become more sensitive to insulin so it can work more efficiently.
* Exercise can also help people avoid long-term complications such as heart problems. People with diabetes are susceptible to developing blocked arteries (atherosclerosis), which can lead to a heart attack. Regular exercise helps keep the heart healthy and helps people maintain good cholesterol—and that helps people avoid atherosclerosis.
* The goal is to get enough regular exercise to create these healthy benefits. And that’s where SilverSneakers comes in!

Reference for this section:https://www.endocrineweb.com/conditions/type-2-diabetes/type-2-diabetes-exercise |
| Slide 9Exercise Guidelines | **SAY*** Review exercise guidelines with participants
	+ Check with your Dr.
	+ Tell the gym.
	+ Test your blood sugar.
* Take your time.
* Don’t do too much too quickly.

(continued on slide 10) |
| Slide 10Exercise Guidelines cont. | **Script:*** Drink plenty of fluids.
* Be good to your feet and follow your physician’s recommendations.
* The American Diabetes Association recommends always wearing shoes, this includes wearing athletic shoes during exercise.
* Develop a strong support team.
* Involve the people you see regularly.
	+ For example, supportive friends and family, gym staff and fitness instructors, and likeminded gym members. In fact, let’s start building your support team now.
	+ Take a moment, have participants turn to the person next to them and introduce yourself.
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| Slide 11Self-Management | **SAY*** Exercise is part of the self-management puzzle.
* If participants have questions, they should check with their health care team for specifics on hydration, nutrition, checking your blood sugar.
 |
| Slide 12Forming a HabitRefer to the SilverSneakers Track Pad | **SAY** * Forming a habit (example: exercise habit) takes time (some suggest 21 days for simple activities and longer for more difficult activities – even up to 254 days).
* Don’t let that number get you down.
* Remind participants and acknowledge that forming a habit isn’t easy.
* Participants need to be actively involved in the process – intention is different than doing.
* One of the things participants can do to make forming a habit easier is creating an environment that supports it.
* Let participants know that’s why we have created the SilverSneakers Track Pad and Magnet.
* The track pad is a handy visual reminder that participants can keep close by to track and celebrate success. It gives a 6-month timeframe for tracking in-between doctor visits. Participants can take it to their next doctor appointment to prompt discussion and share progress.
* Participants can use the magnet as a reminder to perform healthy habits each day: eat healthfully, drink plenty of water, test your blood sugar, and exercise.
* Encourage participants to post it in a visible place such as on a fridge or medicine cabinet.

**Note to Facilitator:*** Encourage members to use the trackpad as a guide to track and celebrating their progress.
* It provides tracking for 6-month timeframe as this is generally the time in between checkups with their doctor.
* The magnet is a workshop anchor, or reminder, for members to make good choices daily on their health journey. They are encouraged to keep it in a place that is visible. For example on their refrigerator or medicine cabinet.
* Have participants check-off first box for exercise.
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| Slide 13Your SilverSneakers Benefit | **SAY** * Share information about SilverSneakers and provide participants the opportunity to ask questions.
	+ SilverSneakers members have access to any of our locations, and the ability to enroll in more than one. They also have access to:
		- SilverSneakers classes.
		- Our member website.
		- Social events.
		- And educational events.
 |
| Slide 14Learn More | **SAY*** For further information, encourage members to go to our website or call.
 |
| Slide 15It’s Time for Class | **SAY*** Let participants know that you will lead them through a 30-minute class.
* After class, direct participants to the next steps including (only mention those that apply):
* Tour of the location will happen after the class.
* Enrollment will happen after the class.
* A staff member will be available after the class.
* End the presentation on a positive note and remind participants that they are in control of their diabetes.
* Congratulate them on taking good care of themselves today.

(Facilitator or PC will lead the class in 30-minute Walking for Diabetes Class)* See the You’re in Control Workshop Class Choreography: Walking for Diabetes document.

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| ClassSee the You’re in Control Workshop Class Choreography: Walking for Diabetes document. | * Perform the Walking for Diabetes class.
* Class time: approximately 30 minutes.
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| Closing | * Thank participants.
* Answer questions.
* If appropriate, follow-up with locations tours or enrollment opportunity as mentioned earlier.
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**For more information on diabetes:**

<https://diabeteswellbeing.com/international-diabetes-center/>

<https://www.hormone.org/diseases-and-conditions/diabetes>

<http://www.diabetes.org/>