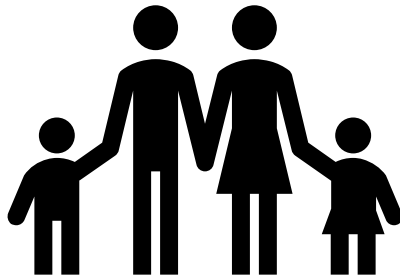


DYS
**Diabetes Youth
Services**



2024 Winter Family Retreat Manual

Last Revised October 2023

Dear DYS Families,

Welcome to DYS Family Retreat! We are so excited to welcome both new and old families to a day of laughter, connection, and fun. The positive atmosphere at DYS Programs help build confidence while teaching diabetes management skills in a recreational setting. Families living with diabetes will meet peers with similar challenges and build friendships that last a lifetime.

Our goal at Family Retreat is to give family members a place to relax and connect on a deeper level with others, and empower each other through fun activities, engaging conversations, and powerful talks from mental health professionals.

The majority of DYS Staff are either type 1, have a family member who is type 1 or work with diabetic patients on a regular basis. Many DYS Staff and volunteers have been involved via Hot Shots Camp or other DYS Programs and choose to come back and volunteer their time at Family Retreat.

Please be sure to share any allergy information, behavioral issues, physical restrictions, or simple concerns with DYS Staff prior to Family Retreat!

Please review this manual carefully and call 419.291.1234 or email camp@dys4kids.org if you have any questions.

Thank you!

Cindy Presser

Director, Program Development

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419.291.1238

Prior to Family Retreat:

Prior to attending Family Retreat, all online registration materials must be completed for each family member attending. If you do not have reliable online access, please call the office and we can take care of it over the phone.

You must also complete forms sent to you following online registration. DYS will provide these forms either electronically or via hard copy at check in. If you need additional copies, they are available for download from our website or can be mailed prior to January 5, 2023.

You MAY NOT participate in retreat activities until the following forms are received:

- Any balances due on account- unless other arrangements have been made.
- Online registration and consent forms.
- Physical registration and consent forms.

Cancellation Policy

If DYS cancels a program, camp, or event, DYS will refund in whole your deposit/payment. However, if a program, camp, or event is cancelled due to an Act of God or other event outside of DYS' control, DYS may reschedule the event at a reasonable time and place, and with reasonable advanced notice to the participant. If a program, camp, or event participant cancels their participation, DYS will refund the payees deposit/payment, minus any expenses incurred by DYS in connection with the Participant.

If a participant cancels registration between December 25th, 2023 and January 7th, 2024 they will be charged a \$25 cancellation fee/person. If a participant cancels their registration after January 8th OR does not call at all prior to the first day of programming, they will be charged a \$50 cancellation fee/person. ***We will not be able to allow payments for registration fees or any scholarships to be applied for future Retreats or Camp sessions until that balance has been taken care of.***

Refund Policy

You must call or email the DYS office to cancel your registration. Please allow 5-7 business days after your request has been confirmed to allow processing back into your account.

No Refund for participants sent home for misconduct.

Check In:

Arrive at Glass City Metropark- 1001 Front St. Toledo, OH 43605

- Check in begins at 9AM
- Arriving before 9AM will not expedite your check in process.
- **Please make sure you family has a good breakfast before arriving, we will not be providing breakfast.**

Park in the lot directly next to the Pavilion and enter the main doors. [Click here to access the full park map.](#)

Activities/Retreat Schedule:

Diabetes education as well as fun bonding activities will be mixed with recreational activities in our schedule. We have also recruited speakers aimed for different age groups. While some programming will be completed within a family unit, others will split into 'breakout groups' divided by role in family (ex: siblings, parents, grandparents, etc.)

Dress Code:

We will spend a majority of the time inside the Pavilion which has heat. Plan to wear long pants, tennis shoes, and a long sleeve or sweatshirt for indoor programming- something you can move in. Our final activity as well as during free time participants are welcome to explore the park. Plan to bring a winter coat and insulated pants if going outdoors. Be sure to check the weather as we get closer to determine exact items needed.

Please avoid clothing that is not well-fitting or has any messages that could be found offensive. Do not wear pajamas for day wear. DYS reserves the right to turn away participants if clothing is deemed inappropriate.

Insulin Dosing Policy:

DYS Staff and volunteers will be available to help with dosing if needed, however, diabetes management will ultimately be determined by the parents/guardians of children with diabetes. DYS Staff will discuss appropriate dosing with your family and use every meal as a teachable moment.

We strongly suggest other family members also take advantage and practice carb counting as if they were preparing to dose themselves. At every meal and snack each participant will be able to complete a carbohydrate calculation sheet. There will be listed menu items, carb counts for each serving, and a calculation sheet for insulin dosage. This is a very important way to teach individuals how to read labels and fine-tune their carb counting skills.

Food at Family Retreat:

DYS will provide lunch and ample snack opportunities throughout the retreat, including options for gluten free, vegetarian/vegan, etc. Food costs are included in registration fee. **Please remember to let DYS staff know during online registration if you or another family member follow a specialized diet or have any food allergies.**

We ask families limit bringing any food with them to Family Retreat, but will have storage space available for hot and cold items. If you have a member of your family that is a picky eater, please call the office. Depending on the situation, we may ask you bring additional items to ensure everyone is getting something to eat.

Medications:

Insulin:

Please bring enough insulin for 9 hours with you to Family Retreat, clearly labeled. There is a refrigerator in the facility kitchen where insulin can be stored.

Glucose Meter:

Each family MUST bring their own glucose meter with strips. We will provide single use lancets, backup meters and strips that have been donated but this may not be your T1D's brand. Please clearly label both meter and meter case with your T1D's full name.

Continuous Glucose Monitors:

DYS encourages the use Continuous Glucose Monitors (CGMs) during Family Retreat. We recommend putting a new sensor on your T1D attendee the day before the retreat as we will be doing some physical activity in programming. DYS will not have extra CGM supplies (sensors and transmitters), however we have plenty of adhesives and vet wrap to utilize if needed.

Other Prescription Medications:

All medications are the responsibility of adult family members at the retreat. It is recommended you bring only what you will need for the duration of your stay in case something is lost. Medications should be in the original prescribed container with the patients name on it. Medications will stay in your room during the retreat to avoid mix ups. DYS will have some basic OTC medications available as well (ibuprofen, Benadryl, etc.).

Retreat Medical and Counselor Staff

Our medical staff is comprised of certified diabetes educators and nurses who are all knowledgeable in the treatment of diabetes.

Retreat is staffed primarily by trained medical personnel and young adult counselors who live with diabetes. Every one of our staff members is subject to a background check and drug screen. New staff members are also required to supply references. Our staff is held to high standards and are required to attend a 3-hour orientation prior to Family Retreat. If staff cannot comply with the values and policies of DYS Family Retreat, they will be asked to leave.

Lost/Stolen Items

Neither Metroparks Toledo nor DYS is responsible for the loss of theft of an attendee's property. You assume risk of any such loss of theft. Please keep this in mind when packing. Be sure to check our lost and found box for any lost items prior to departure. All items not claimed by January 30, 2023 will be donated to charity.

Family Retreat Packing List

Please check that everything is labeled clearly with attendee's name. Do not pack your whole house with you! This is a 24-hour retreat with one overnight stay.

- Diabetes supplies (pump/injection/CGM/insulin)- compiled together with first and last name of T1D
- Any other medications- clearly labeled if needed during the day
- 1 sweatshirt or jacket for indoor use
- Outdoor wear (winter jacket/snow pants) for outdoor time
- Bag/ Backpack to store all items at your table
- Ice Skates (optional)