

## Diabetes Prevention Recognition Program Evaluation Data Elements: Definitions and Guidance

Public reporting burden of this collection of information is estimated to average one hour per response for the submission of Evaluation Data, including the time for reviewing instructions, searching existing data sources, gathering and maintaining data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC Reports Clearance Officer; 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (0920-xxxx)

Changes/Additions/Deletions from the currently approved (2011) DPRP Standards

Revisions: 1) Participant Diabetes Determination (this element previously consisted of five parts but was reduced to three parts as shown below), 2) Variables (columns) in the data submission file should appear in the same order as in the data dictionary.

New element: Participant State

Deleted elements (these elements will no longer be collected and are not shown below):

- 1) Core Group Code, 2) Location Code; 3) Lifestyle Coach ID; 4) Session Type, 5) Session ID

Each DPRP recognized organization (full or pending) must transmit evaluation data to CDC every 12 months. This requirement begins 12 months from the organization's effective date, the first day of the month following the approval of the organization's application by the DPRP.

Each annual data submission must include one record for each session attended by each participant during the preceding year. The first data submission must also include records for any sessions attended between the approval date and the effective date. Subsequent annual data submissions should not include data from earlier submissions.

All of the data elements listed below must be transmitted to CDC. Data must be transmitted as a data file using the comma separated value (CSV) format, which is compatible with the majority of statistical, spreadsheet, and database applications. Each row in the data file should represent one session attended by one participant (i.e., participant will have new row for each session). If a participant is absent from a session, then no record should be submitted for that participant for that session. Each column in the data file should represent one field containing specific data for the evaluation data elements listed below. There should be no empty fields and no empty cells. When a data value is unknown, the default value should be entered.

Transmitted data must conform to the specifications in the data dictionary that is included below. The variable names, codes, and values, contained in the data dictionary must be used. 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. Applicant organizations should take time to become familiar with all of the data elements and specifications.

No information in identifiable form (directly or indirectly identifiable) (IIF) about lifestyle program coaches or participants should be transmitted to CDC. All identifiers (except the organization code, which is provided by CDC) will be assigned and maintained by the applicant organization according to the specifications outlined in the data dictionary.

## Evaluation Data Elements

- 1) **Organization Code** Will be assigned by CDC when the DPRP application is approved and prior to the first data transmission. Each DPRP applicant will have a unique organization code. Should be included by the applicant organization on all data records submitted.
- 2) **Participant ID** Will be assigned by the applicant organization to uniquely identify and track participants across sessions. Must be included on all session attendance records generated for an individual participant. The Participant ID should not be based on social security number or other IIF.
- 3) **Participant State** The state in which a participant resides should be recorded at enrollment and included on all session attendance records generated for that participant. The two-letter postal abbreviation for the U.S. state or territory should be used. Organizations choosing to deliver the lifestyle program to participants residing outside of the U.S. or its territories may do so but data on these participants should not be reported to the DPRP.
- 4) **Participant's Prediabetes Determination** Should be recorded at enrollment and included on all session attendance records generated for an individual participant. Indicates whether a participant's prediabetes status was determined by a blood test, specified or unspecified by a previous diagnosis of gestational diabetes mellitus (GDM), or by screening positive on the CDC Prediabetes Screening Test (see appendix B), the American Diabetes Association Type 2 Diabetes Risk Test, or claims-based score. Multiple responses are allowed and may be modified if the participant subsequently receives a blood test. This element requires responses for three fields (refer to Table 2, the data dictionary).
- 5) **Participant's Age** Should be recorded at enrollment (or at the first session if the enrollment date and first session date differ) and the recorded age used throughout all records. If the participant's age is incorrectly recorded at enrollment (or first session) then the age should be corrected on all records. If an organization's recordkeeping system automatically adjusts the age on a participant's birthday then this variation in ages (pre- and post-birthday) would be acceptable.
- 6) **Participant's Ethnicity** Should be recorded at enrollment and included on all session attendance records generated for an individual participant. The participant should self-identify and have the opportunity to choose one of the following: "Hispanic or Latino" or "Not Hispanic or Latino."
- 7) **Participant's Race** Should be recorded at enrollment and included on all session attendance records generated for an individual participant. The participant should self-identify and have the opportunity to choose one or more of the following: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, and White. Multiple responses are allowed. This element requires responses for five fields (refer to Table 2, the data dictionary).

- 8) **Participant's Sex** Should be recorded at enrollment and included on all session attendance records generated for an individual participant. The data record should indicate male or female.
- 9) **Participant's Height** Should be recorded at enrollment and included on all session attendance records generated for an individual participant. Height may be self-reported (i.e., it is not necessary to measure the participant's height; the participant may simply be asked, "What is your height" or "How tall are you?"). Participant's height should be recorded in inches.
- 10) **Session Date** Each time a participant attends a session, the actual date of the session should be recorded. The date should be recorded in mm/dd/yyyy format.
- 11) **Participant's Weight** Each time a participant attends a session, his or her body weight should be measured and recorded to the nearest whole pound. The weight should be included on the record for that participant and session. If a participant is pregnant, her data will not be included when calculating average weight loss (see data dictionary for the appropriate code.)
- 12) **Participant's Physical Activity Minutes** Once physical activity monitoring has begun in the curriculum, participants will be asked to report the number of minutes of brisk physical activity completed during the preceding week. This information should be included on the record for that participant and session. If physical activity is not recorded for any reason, the default code should be used (see data dictionary below for the appropriate code.)

## Data Dictionary: Evaluation Data Elements

Data element description	Variable name	Coding/valid-values	Comments
Organization Code	ORGCODE	Up to 25 alphanumeric characters*	Required, provided by CDC
Participant ID	PARTICIP	Up to 25 alphanumeric characters*	Required. Participant ID is uniquely assigned and maintained by the applicant organization, must not contain any IIF
Participant State	STATE	Two-letter abbreviation for the U.S. state or territory in which the participant resides	Required
Participant's Prediabetes Determination (1 of 3)	GLUCTEST	1 Prediabetes diagnosed by blood glucose test 2 Prediabetes NOT diagnosed by blood glucose test (default)	Required; acceptable tests include FG, OGTT, A1c, or claim code indicating diagnosis of prediabetes
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)	Required
Participant's Prediabetes Determination (3 of 3)	RISKTEST	1 Prediabetes determined by risk test 2 Prediabetes NOT determined risk test (default)	Required
Participant's Age	AGE	18 to 125 (in years, rounded with no decimals)	Required
Participant's Ethnicity	ETHNIC	1 Hispanic or Latino 2 Not Hispanic or Latino 9 Not reported (default)	Required; if ethnicity is not reported by the participant, this variable will be coded as '9'
Participant's Race (1 of 5)	AIAN	1 American Indian or Alaska Native 2 Not American Indian or Alaska Native (default)	Required; if race is not reported by the participant, all of the 5 race variables will be coded as '2'
Participant's Race (2 of 5)	ASIAN	1 Asian 2 NOT Asian (default)	Required; if race is not reported by the participant, all of the 5 race variables will be coded as '2'
Participant's Race (3 of 5)	BLACK	1 Black or African American 2 NOT Black or African American (default)	Required; if race is not reported by the participant, all of the 5 race variables will be coded as '2'
Participant's Race (4 of 5)	NHOPI	1 Native Hawaiian or Other Pacific Islander 2 NOT Native Hawaiian or Other Pacific Islander (default)	Required; if race is not reported by the participant, all of the 5 race variables will be coded as '2'
Participant's Race (5 of 5)	WHITE	1 White 2 NOT White (default)	Required; if race is not reported by the participant, all of the 5 race variables will be coded as '2'
Participant's Sex	SEX	1 Male 2 Female 9 Not reported	Required
Participant's Height	HEIGHT	30 to 98 (in inches) — or — 99 Not reported (default)	Required

Data element description	Variable name	Coding/valid-values	Comments
Session Date	DATE	mm/dd/yyyy	Required. Each data record represents attendance by one participant at one session; must include actual date of the session
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)	Required. At each session, participants are weighed; weight must be included on the record for that session and participant. Weight may be obtained by Lifestyle Coach or participant.
Participant's Physical Activity Minutes	PA	0 to 997 (in minutes) —or— 999 Not recorded (default)	Required. At some or all program sessions, participants are asked to report the number of minutes of brisk physical activity they completed in the preceding week. If the number of minutes is greater than or equal to 997, 997 should be used.

A1c Hemoglobin A1c test; FG fasting glucose test; GDM Gestational Diabetes Mellitus; IIF information in identifiable form (directly or indirectly identifiable); OGTT oral glucose tolerance test

\*All alphanumeric codes are case sensitive and should not include any spaces or special characters