

*Did you know we're also a foundation? If you have a parent that needs diabetes supplies or emotional support – please give them our contact info below. We're always here for them!*

## SCHOOL NURSE USER GUIDE

To **sign up** for BlueLoop, go to the website below, click sign up, then school signup.

To **use** BlueLoop, go to the website below, and enter your username and password.

<https://blueloop.mycareconnect.com>

When you sign up, BlueLoop assigns you a unique verification code, which you can email to your students' parents. The parent email includes a description of BlueLoop, step-by-step instructions to sign up, your verification code, and where to enter that verification code in the child's account. If you don't think the family can afford to pay \$7.95 per month, or that the charge might prevent them from signing up to use BlueLoop, please provide them our free code, which makes their account free forever, no questions asked. The free code is BL55N.

Also, if you get verbal permission from a parent, **YOU CAN SIGN UP YOUR STUDENT**. Just go the homepage, click Sign Up, then Family Sign up, and fill in the info as if you're the parent. Use the free code so that you don't have to enter your credit card information: BL55N.

Students My Profile

About Me  
My Schools  
System Messages

### My Schools

Every nurse is assigned a unique verification code for each school where they work. If there are two nurses at one school, each nurse must still have her own verification code for that school.

To send a verification code to one of your student's parents/guardians, click email next to the name of the school below, then enter the parent's email address.

The parent will be given instructions to enter your verification code into their child's profile. Once they have done so, that child's name will appear in your list of students.

Add New School

School	Code	
<input type="checkbox"/> New School		
<input type="checkbox"/> Pam's Test School		
<input checked="" type="checkbox"/> Test School	TESTS000974	<a href="#">print</a> <a href="#">email</a>

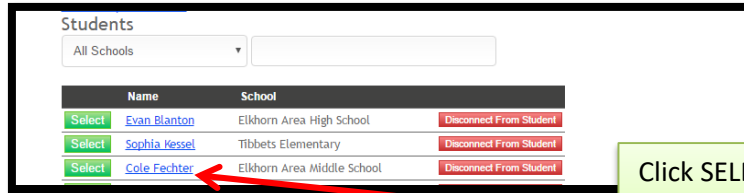
Recommend us to other nurses! We know we're doing a great job when you refer another nurse to BlueLoop. If you refer another nurse and they sign up two students, we'll send you one of our school nurse backpacks full of goodies, to show you our appreciation!

Tell A Nurse About BlueLoop

Your unique verification code is the first FIVE letters of your school name, plus SIX digits.

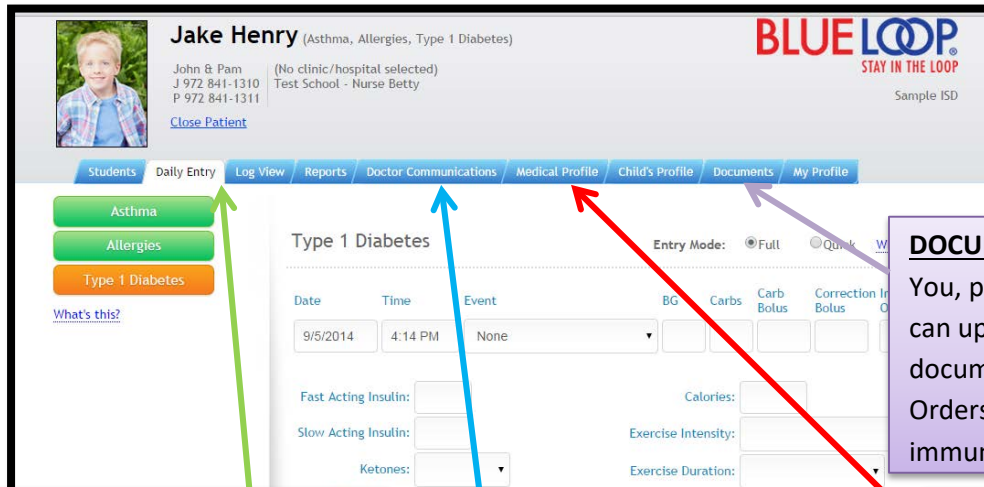
Click here to email your parents your verification code, or print a note telling them your code. This note also tells them what BlueLoop is, and how they sign up.

As soon as the parent enters your verification code into their child's account, you will see that student's name when you log in to BlueLoop.



Click SELECT next to the student's name to access his/her account.

Within a student's account, you can make entries, view dosage information, view and upload documents, and more.



**DOCUMENTS**  
You, parents, AND clinicians can upload, view and print documents like Dr.'s Orders, IEPs, 504 plans, immunization records, etc.

**DAILY ENTRY**  
Make an entry like BGs, carbs, inhaler use... or simply write Mom a note, like, "We need more supplies."

**DOCTOR COMMUNICATIONS**  
If the student is connected to their diabetes clinic, you can see doctors' communications. Anything written by a doctor through BlueLoop can be considered Dr.'s Orders.

**MEDICAL PROFILE**  
See current dosages and medication administration times. With parent permission, YOU can make updates to the Medical Profile.

**Questions? We're here to help! Please contact us any time with questions, suggestions, or concerns. Of course your students' parents are encouraged to contact us if there's anything they need, too!**

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