



The Diabetes Prevention Program's  
*Lifestyle Change Program*

**Manual for  
Contacts after Core**

**Section 6**

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## Section 6: Guidelines for Conducting Lifestyle Classes after Core

### 6.1. Basic Guidelines

Each DPP center is **required to offer three classes per year** to lifestyle participants who have completed the 16-session core curriculum. The classes will **last 4-6 weeks**, and it is anticipated that one class per year will focus on a physical activity topic, one on a behavioral topic, and one on healthy eating/weight loss. The classes should be offered at times that are convenient to most participants, which is likely to be in the evening or on weekends.

**Participants will not be required to attend the classes.** However, those who are having trouble reaching their weight loss and physical activity goals will be strongly encouraged to attend, and all participants in the lifestyle intervention will be invited. The classes, like the supervised activity sessions for participants, are optional.

The purpose of the classes is to **offer participants a group *intervention***, that is, not simply to present a topic of interest but rather to deliver sufficient contact, feedback, and social support to help participants reach and maintain their DPP goals for weight loss and physical activity. Therefore, **each session should include a weigh-in, a review of self-monitoring records for weight, eating, and activity; and a review of participants' goals (weight, fat/calories, activity)**. In a sense, regardless of the topic, the after-core classes are opportunities for participants to “restart” the Lifestyle Balance Program and get back on track toward their study goals.

The centers **may shorten, lengthen, or modify any of the class outlines and related participant materials** that are included in this manual after reviewing the proposed changes with the Lifestyle Resource Core. For example, some sessions may take more time than is available, and centers should feel free to modify the format, allowing some of the activities to wait until the next session, assigning some as homework, if appropriate, or adding an additional session or more to the class.

Centers **are also encouraged to develop their own class outlines and materials** and send them to the LRC for review before use. The LRC will share the locally-developed materials with the other DPP centers. (Detailed guidelines are given below.)

The classes must be conducted by a Lifestyle Coach or by a Coach in conjunction with a local expert in behavioral psychology, nutrition, or physical activity. For example, a local exercise expert might be invited to conduct a class on resistance training, or a popular local chef might conduct a class on low-fat cooking. The Lifestyle Coach should be on hand to open and close the classes, answer study-related questions, and supervise the co-leader. (Note: The Coach who leads a class may or may not be the case manager for the participants in the class.) **In some classes with a strong behavioral focus (such as**

**Being Assertive and Family Support), participants may bring up challenging personal issues during the sessions, so the leader should be the behavioral consultant at your center or a senior Lifestyle Coach with extensive group experience.**

If desired, any of the handouts from the after-core classes may also be given to an individual participant during an In-Person visit, provided that the Coach is comfortable presenting the topic and that it is tailored to the needs of the participant.

**Before each class, the Lifestyle Coach should:**

- Send all lifestyle participants who have completed the core curriculum an invitation to the class and a reply card for registering.
- Phone the participants who have registered and remind them to attend.
- Prepare materials for the class, including handouts; low-fat/calorie snacks and beverages (if desired); name tags; a notebook or folder for each participant (with some blank pages for taking notes) to hold handouts and homework; flipchart and markers, or chalk for a blackboard; scale; Keeping Track records returned at the previous session with comments from Coaches.

**During the class, the Lifestyle Coach should:**

- Begin with a private weigh-in of each participant. At that time, collect any completed self-monitoring records, distribute blank records, and return any that the participant brought in at the last session with written comments from his or her Coach. Privately comment on the participant's progress toward the weight and activity goals and whether the participant needs more frequent individual In-Person visits with his or her Coach.
- At the start of the group class, the Coach should introduce him or herself and other DPP staff present.
- Have the class members introduce themselves (e.g., one option would be to ask them to give their name, when they entered the study, and their current goals for weight and physical activity).
- Review the main points from the previous session and any homework. Answer questions.
- If this is the first session of the class, describe the class structure and schedule, stressing the importance of attending all sessions.
- If this is the first session of the class, discuss the class as an opportunity for participants to “restart” the Lifestyle Balance Program. Ask participants to set specific goals for the duration of the class (keeping them realistic considering the time frame) for weight loss, physical activity, and eating, including fat grams and calories. Have participants record these goals in writing and review their progress toward these goals at each session.
- Conduct the session (see the outline for the class). Note: For the sake of participants with lower literacy skills, be careful to review the key information on the handouts aloud in simple terms and make sure participants understand how to use the information.

- Allow time to socialize informally during a break and enjoy low-fat/calorie refreshments if appropriate.
- Summarize the session. Assign homework, including self-monitoring.

**After the class, the Coach should:**

- Give any completed self-monitoring records to the appropriate Coaches, who will make written comments and return them to the leader for the next session (another option is to have the Coach return them directly to the participant by mail or at the next in-person contact).
- Schedule individual make-up sessions for participants who miss a session, if needed.

## Note:

An excellent time to **offer a supervised activity session** would be **immediately before or after** the class. In this way, participants would come to expect that physical activity (for example, a group walk) would be part of the classes, regardless of the topic. The activity sessions need not be supervised by the leader of the class; any trained staff person could arrive before or after the class to supervise the activity.

**6.2. Group Facilitation Skills**

To help prepare for an after-core class, the group leader may wish to **review the attached instructional materials on the fundamentals of skillful group facilitation which were developed by the Women's Health Initiative** (WHI) (NIH #N01-WH-2-2110) for the WHI Dietary Modification Intervention. WHI generously gave the DPP permission to include a copy of these materials in the DPP Manual for Contacts After Core.

In addition, for some classes with a strong behavioral, **keep the following additional guidelines in mind:**

- Make it clear to participants that the purpose of the class is to teach general concepts and skills (e.g., for being assertive or managing time), not to respond to the details of a participant's own specific challenges. The concepts and skills may help a participant address his or her own problems or clarify the need for one-on-one professional help.
- When participants do bring up questions and comments related to examples from their own lives, briefly relate the examples to general principles and redirect the group to the skills being addressed in the session. It is important not to let individual participants talk at length about their personal symptoms and challenges. For example, you might redirect by saying, "That brings up a good point, Mr. Jones," and relate the comment to a general principle or skill. Another example: "Your situation with your boss is really frustrating. What assertiveness techniques have you learned so far that might help you deal more effectively with that situation?"
- Some participants may express resistance or argue against strategies recommended in the sessions. If so, acknowledge their perspective and ask if other group members have a different perspective or experience. Use the other group members to make counter-arguments if possible, and urge participants to at least try the suggested strategies.

- Whenever possible, include examples related to the DPP goals (e.g., role play assertively asking for what you want at a restaurant or asking a spouse to watch the kids while you walk).

### 6.3. Guidelines for Developing An After-Core Class

We strongly encourage centers to develop their own after-core classes, keeping them simple, of interest to their own participants, and easy to conduct for the staff available. When you first have an idea for an after-core class, please send or FAX a **brief, written proposal** to the Lifestyle Resource Core, Attention: Bonnie Gillis, as early as possible before conducting the class. Describe the topic, what you think will attract participants to the class, the number of sessions and how often sessions will be held, the topics for each session and ideas for handouts, any activities or exercises that will help stimulate group interaction, and who will lead the sessions. The Lifestyle Resource Core will review your proposal and make suggestions.

The next step is to develop a **detailed class outline** similar to those for existing classes. These can be short (one page per session) but be sure to include enough detail so that other Lifestyle Coaches will be able to lead the class (keep in mind that some of the Coaches may have very different backgrounds than you). Include instructions regarding *how* to present the topics, including how to stimulate group interaction, any tough questions or comments that might come from participants and how to answer them, and so on. Keep in mind that group interaction should be the emphasis, and the didactic portions should be kept to a minimum.

Send your outline to the LRC for review before conducting the class. We will make suggestions and help you develop any participant handouts if you like. The final draft of the class will then be sent to the Lifestyle Advisory Group for review and approval, which may take up to one month, and finally to the other DPP centers so they can offer the class if they wish.

### 6.4. One-Session Classes

From time to time, you may want to invite participants to a one-session class. (**Note: A one-session class will not take the place of one of the three after-core classes, consisting of 4-6 sessions each, required by the protocol.**) One-session classes are not the form of after-core group contact that is required by the protocol because one-session classes do not allow participants to develop group support over time, focus with adequate depth on one topic, or receive frequent enough contact to renew or “jump start” their progress toward DPP goals. However, we can think of several possibilities that *would* lend themselves to one-session classes. For example, you might meet with participants as a group to review briefly how to prepare for an upcoming community walk (this would not be as in depth as the Getting Ready for a Walking Event class). Or you may want to select one or more of the after-core handouts and use them as a springboard for a group activity (e.g, use the handout Mental Gremlins to stimulate group discussion of self-talk, then work in small groups or pairs to complete the related worksheet and support one another).

As with the longer classes, we strongly recommend that a group physical activity session, such as a walk, be held either before or after a one-session class.

**Please send the LRC a brief, written proposal as early as possible (we recommend at least two months before you plan to conduct the class);** follow the instructions above for writing proposals for the longer classes. The LRC will review your proposal and send you written comments.

Next, develop a **detailed outline** (follow instructions above for writing outlines for the longer classes) **and send it to the LRC on diskette (we use Word Perfect 6.1 for Windows) as early as possible (we recommend at least one month before you would like to conduct the class).** The LRC will edit and format your outline and help you develop any participant handouts with the same style, reading level, and “look” of the existing Lifestyle Balance handouts. The final draft of the class will then be sent to the Lifestyle Advisory Group for review and approval, which may take up to one month. This approval is necessary before the class outline can be distributed to other DPP centers.

See the Code Book (Series 600) for instructions for coding one-session classes. Code the activity session, if held, on the Lifestyle Physical Activity Log, L04.

### **6.5. One-Time Group Get-Togethers**

Feel free to invite participants to one-time group get-togethers (for example, a seasonal party or a get-together to discuss what class topics are of interest to the participants). We strongly recommend that a group physical activity session, such as a walk, be held either before or after the get-together.

See the Code Book (Series 600) for instructions for coding group get-togethers. Code the activity session, if held, on the Lifestyle Physical Activity Log, L04.

There is no need to contact the LRC regarding your plans for one-time group get-togethers.