The Diabetes Prevention Program's
*Lifestyle Change Program*

Manual of Operations - Introduction

Copyright © 1996 by the University of Pittsburgh.
Developed by the Diabetes Prevention Program Lifestyle Resource Core,
Rena Wing, PhD, and Bonnie Gillis, MS, RD
Phone: (412) 624-2248
Facsimile: (412) 624-0545
e-mail: dppwing@vms.cis.pitt.edu

Supported by the
National Institute of Diabetes and Digestive and Kidney Diseases,
National Institutes of Health.
Overview

The Diabetes Prevention Program (DPP) Lifestyle Intervention Manual of Operations provides detailed information and instructions for implementing the lifestyle intervention for the DPP. The intent of this manual is to instruct and support the Case Managers and other DPP staff at the clinical centers in the delivery of a consistent and high quality lifestyle intervention program.

How to Use This Manual

The purpose of this manual is to provide:

- Detailed information on the lifestyle intervention goals,
- A description of the key principles underlying the intervention,
- Detailed instructions for leading each intervention session,
- Strategies for responding to adherence problems (“tool box” guidelines),
- Instructions for the completion of forms related to the lifestyle intervention, and
- Supplementary materials for participants and Case Managers.

The information in this manual should be used in combination with the DPP Protocol and Lifestyle Balance, the manual for DPP participants in the lifestyle intervention.

Revision Policy

Suggested revisions to this manual will be reviewed and approved by the Lifestyle Resource Core (LRC) under the direction of the DPP Interventions Subcommittee. Revisions will be distributed periodically to the clinical centers and DPP Coordinating Center.
Acknowledgments

The DPP lifestyle intervention was developed by the Lifestyle Resource Core, working in close collaboration with the DPP Lifestyle Advisory Group and other members of the Interventions Subcommittee. Invaluable feedback and contributions were made by the DPP clinical centers. The procedures for the lifestyle intervention were discussed and approved by the DPP Steering Committee.

DPP Lifestyle Resource Core
at the University of Pittsburgh Medical Center

Rena Wing, PhD
Beth Venditti, PhD
Bonnie Gillis, MS, RD

DPP Lifestyle Advisory Group

Jim Hill, PhD
Mary Hoskin, MS, RD
Andrea Kriska, PhD
Wylie McNabb, PhD
Xavier Pi-Sunyer, MD
Michael Pratt, PhD
Judith Wylie-Rosett, PhD, RD

In addition, valuable contributions to the editorial and graphic content of this manual were made by the following:

Special Consultants

The Women’s Health Initiative
The TONE Weight Reduction Program to Control High Blood Pressure
United Weight Control, in affiliation with St. Luke’s Roosevelt Hospital Center
The Black American Lifestyle Intervention (BALI)
The Eat Well, Live Well Nutrition Program Workbook:
Women Helping Women Make Healthy Choices
Table of Contents

Overview ................................................................. i
How To Use This Manual ....................................................... i
Revision Policy ............................................................... i
Acknowledgments ............................................................ ii
Table of Contents ............................................................. iii
Revision History ............................................................ viii

Section 1: Protocol-Based Intervention
1.1 Protocol-Based Intervention ............................................. 1-1

Section 2: The DPP Lifestyle Intervention Goals
2.1 Weight Goal ..................................................................... 2-1
2.1.1 Rationale for the Weight Goal ............................................ 2-1
2.2 Physical Activity Goal .................................................. 2-3
2.2.1 Rationale for the Physical Activity Goal .................................... 2-3
2.2.2 Adjustments to the Physical Activity Goal ............................ 2-4

Section 3: Role and Training of the DPP Intervention Staff
3.1 Case Managers ........................................................ 3-1
3.2 Home Health Aides and Participant Peers ............................ 3-2
3.3 Local Experts ........................................................... 3-2
3.4 Outside Referrals ........................................................ 3-2
3.5 Local Supervision and Support of Lifestyle Staff ..................... 3-3
3.6 Recommended Location for Conducting Lifestyle Sessions ........... 3-3

Section 4: Frequency of Contact with Lifestyle Participants and Required Staff
4.1 Frequency of Contact with Lifestyle Participants and Required Staff .......... 4-1
Section 5: Overview of Strategies to Achieve the Weight Loss Goal
5.1. Achieving the Weight Loss Goal ......................................... 5-1
5.2. Self-Monitoring Weight .................................................. 5-1
5.3. Setting a Fat Intake Goal .................................................. 5-2
   Table 5.1. DPP Lifestyle Intervention Fat and Calorie Goals ............ 5-3
5.4. Setting a Calorie Goal .................................................... 5-3
5.5. Self-Monitoring Fat and/or Calorie Intake During the Core Curriculum ....... 5-5
   5.5.1. Guidelines for Individualizing the Frequency or Method of Self-Monitoring During the
   Core Curriculum ...................................................... 5-6
5.6. Self-Monitoring Fat and/or Calorie Intake During Maintenance ............... 5-6

Section 6: Overview of Strategies to Achieve the Physical Activity Goal
6.1. Achieving the Physical Activity Goal ...................................... 6-1
6.2. Self-monitoring of Physical Activity ....................................... 6-1
6.3. Definition and Examples of Moderate Physical Activities ...................... 6-2
   Table 6.1. Moderate Physical Activities Equivalent to Brisk Walking .......... 6-2
6.4. Supervised Activity Sessions ............................................. 6-4
   6.4.1 General Guidelines .............................................. 6-4
   6.4.2 Models of Supervised Activity Sessions ............................. 6-5

Section 7: Guidelines for Implementing the DPP Lifestyle Intervention
7.1. Key Principles ........................................................ 7-1
7.2. Core Curriculum ...................................................... 7-3
   7.2.1. Type and Frequency of Contact During the Core Curriculum ........... 7-3
   7.2.2. Role of the DPP Staff ................................................. 7-4
   7.2.3. Location of Core Curriculum Sessions .................................... 7-4
   7.2.4. Maintaining the Basic Content and Sequence of Core Curriculum Sessions .... 7-4
   7.2.5. Guidelines for Tailoring the Presentation of the Core Curriculum Sessions .... 7-5
   7.2.6. Guidelines for Using the Participant Work Sheets ............................ 7-6
   7.2.7. Use of Supplemental Materials and Tools of Presentation
   During the Core Curriculum ................................................... 7-6
   7.2.8. General Guidelines for Conducting a Core Curriculum Session .......... 7-7
7.3 Maintenance .......................................................... 7-9

Appendix A: Scripts for Core Curriculum Sessions
Session 1A: Welcome to the Lifestyle Balance Program
Session 1B: Getting Started Being Active
Session 1B: Getting Started Losing Weight
Session 2 or 5: Move Those Muscles
Session 3 or 6: Being Active: A Way of Life
Session 4 or 2: Be a Fat Detective
Session 5 or 3:  Three Ways to Eat Less Fat  
Session 6 or 4:  Healthy Eating  
Session 7 or 8:  Take Charge of What’s Around You  
Session 8 or 7:  Tip the Calorie Balance  
Session 9:  Problem Solving  
Session 10:  Four Keys to Healthy Eating Out  
Session 11:  Talk Back to Negative Thoughts  
Session 12:  The Slippery Slope of Lifestyle Change  
Session 13:  Jump Start Your Activity Plan  
Session 14:  Make Social Cues Work for You  
Session 15:  You Can Manage Stress  
Session 16:  Ways to Stay Motivated  

Appendix B: The Lifestyle Balance Q & A Guide  
and Resource Materials on Motivational Interviewing . . . . . . B-1  

Appendix C: Tailoring the Intervention to Diverse Populations . . . . . . . C-1  

Appendix D: Professional Resources  
D.1.  Recommended Readings for Lifestyle Coaches  ........................................ D-1  
D.2.  Lower-Fat Cookbooks  .................................................. D-2  
Table D.1.  DPP Lifestyle Intervention Fat and Calorie Goals  ....................... D-5  
Table D.2.  Sequence of Session Topics and DPP Physical Activity Goals  .......... D-6  
D.3.  Session Prompts and Notes (Session 1-16)  ........................................ D-7  
D.4.  Lifestyle Balance Update Form (Core)  
D.5.  Checklist for Lifestyle Balance Sessions  
D.6.  Sample Audiotaping Consent Form  
D.7.  How Am I Doing? Graph for Weight  
D.8.  How Am I Doing? Graphs for Activity (regular and advanced)  
D.9.  Tool Box Quick Reference  
D.10. Attendance at Supervised Activity Sessions and Group Sessions  

Appendix E: Optional Participant Materials  
E.1. Behavioral Topics  
   Self-Monitoring  
   SM1  How to Count the Grams of Fat in Recipes  
   SM2  Quick Track  
   SM3  Count 100 Cards  
   SM4  Personal Fat Counter  
   SM5  Lifestyle Balance Eating Plans  
   SM6  DPP Lifestyle Balance Calendar  
   SM7  Why Weigh Myself?
SM8 Blueprints for Weight Loss
SM9 Seven Ways to Size Up Your Servings (from the Dairy Council)
SM10 How Hungry Are You?
SM11 Food Journal

Handling the Holidays
HL1 Happy Holidays (mailer distributed with Dec. ’96 newsletter)

Motivation
MT1 What’s Your Pleasure?

E.2. Nutrition Topics
Cooking
CK1 Build a Better Recipe
CK2 How to Lower the Fat in Recipes
CK3 Add Flavor Without Fat

Fat Intake
FT1 The Big Picture on Fat

Shopping
SH1 Quick Guide to Low-Fat Shopping
SH2 Meat Meets Its Match (from Consumer Reports)

E.3. Physical Activity
Barriers to Physical Activity
BP1 Beat the Heat
BP2 Keep Warm in the Cold
BP3 A Traveler’s Workout Guide (Physician and Sports Medicine)

Benefits of Physical Activity
BN1 Taking the Lead (American Fitness)
BN2 Menopause and Your Weight

Cross Training
CR1 Cross Training: Switching Off Pays Off (from Consumer Reports)

Exercise Equipment and Clubs
EE1 Health Clubs, The Right Choice for You? (Consumer Reports)
EE2 Mountain Bikes for Light Riding (Consumer Reports)
EE3 Exercising Choice, Which Workout Machine (Consumer Reports)
EE4 Step, Two, Three! (Consumer Reports)
EE5 Workouts That Work (Consumer Reports)
EE6 Child Carriers: Tips for Runners, Bikers, and Hikers (Physician and Sports Medicine)
EE7 Traveler’s Workout Guide (Physician and Sports Medicine)
Walking
   WK1   How to Start Brisk Walking

E.4. Ethnic Versions (see small print, left footers to identify population)
   EV1   Pacific-Islanders (PACISLAN.WRK)
   EV2   Mexican-Americans (HISPANIC.WRK)
   EV3   American Indians (AMINDIAN.WRK)
   EV4   Southern-Soul (SOUTHERN.WRK)
   EV5   Asian Indians (ASIANIND.WRK)

Indian Food Guide Pyramid

Appendix F: DPP Lifestyle Intervention Forms
F.1. General Instructions ................................................... F-1
F.2. Code Book ........................................................... F-8
   New Codes Needed Form .............................................. F-20

Appendix G: Tool Box (Recommended Strategies to Promote Adherence to the Lifestyle Intervention)
G.1. Introduction ......................................................... G-1
G.2. Guidelines for Using the Tool Box ....................................... G-1
G.3. Formal Process for Monitoring and Supporting DPP Lifestyle Adherence ........ G-3

Section 1: Reinforcers
   DPP Dollars
      Example of a DPP Dollars Contract
   Lotteries
   Map of Miles
   ...And Miles to Go Before I Sleep
   Spell DPP
   How Is the DPP Doing?
   20,000 Pounds Lost Forever!
   Exercise Scavenger Hunt from Pennington
   Don’t Let Our Success Slip Away
   The DPP National Lottery Was a Success
   The National DPP Lifestyle Walk
   The Gift That Gives
   The 10,000 Steps Campaign

   Holiday Support 2000
   DPP Lifestyle Survival Skills
   DPP Lifestyle World Series
DPP Peak Performance Campaign

Section 2: Problem Solving Tools
- Problem Solving Tools for Attendance
- Problem Solving Tools for Self-monitoring Food Intake and Weight
- Problem Solving Tools for Weight Loss/Maintenance
  - Ultra Slim Fast
- Problem Solving Tools for Self-Monitoring Physical Activity
- Problem Solving Tools for Physical Activity
  - Pedometers
  - Just Move It (from Cooking Light)

Section 3: Ideas to Enrich the Lifestyle Intervention

Appendix H: DPP Lifestyle Balance News

| Volume 1, Number 1: | June 1996 |
| Volume 1, Number 2: | September 1996 |
| Volume 1, Number 3: | September 19, 1996 |
| Volume 1, Number 4: | December 1996 |
| Volume 2, Number 1: | March 7, 1997 |
| Volume 2, Number 2: | May 1, 1997 |
| Volume 2, Number 3: | July 20, 1997 |
| Volume 2, Number 4: | October 1, 1997 |
| Volume 2, Number 5: | November 7, 1997 |
| Volume 3, Number 1: | January 26, 1998 |
| Volume 3, Number 2: | April 3, 1998 |
| Volume 3, Number 3: | June 29, 1998 |
| Volume 3, Number 4: | October 15, 1998 |
| Volume 4, Number 1: | March 8, 1999 |
| Volume 4, Number 2: | May 14, 1999 |
| Volume 4, Number 3: | August 20, 1999 |
| Volume 4, Number 4: | November 19, 1999 |
| Volume 5, Number 1: | May 5, 2000 |
| Volume 5, Number 2: | July 28, 2000 |
| Volume 6, Number 1: | January 26, 2001 |
# Revision History

<table>
<thead>
<tr>
<th>Date</th>
<th>Revision</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/15/96</td>
<td>Sent to Program Coordinators before April 1996 Training:</td>
</tr>
<tr>
<td></td>
<td>- Version 1 of Manual of Operations</td>
</tr>
<tr>
<td></td>
<td>- Participant Notebook for Core Curriculum</td>
</tr>
<tr>
<td>6/6/96</td>
<td>Given to Lifestyle Coaches at May 1996 Training:</td>
</tr>
<tr>
<td></td>
<td>- Appendix B (pp. B-1 -- B-21)</td>
</tr>
<tr>
<td></td>
<td>- Session Prompts and Notes for Sessions 1-8</td>
</tr>
<tr>
<td></td>
<td>- Lifestyle Balance Update</td>
</tr>
<tr>
<td>6/24/96</td>
<td>In the Lifestyle Balance News (Vol.1, No. 1), sent to Program Coordinators:</td>
</tr>
<tr>
<td></td>
<td>- For the Manual of Operations:</td>
</tr>
<tr>
<td></td>
<td>- Title Page (with copyright statement)</td>
</tr>
<tr>
<td></td>
<td>- Pages i, ii, iii, iv, v, vi</td>
</tr>
<tr>
<td></td>
<td>- Page D-8</td>
</tr>
<tr>
<td></td>
<td>- Session Prompts and Notes for Sessions 9-16</td>
</tr>
<tr>
<td></td>
<td>- Optional Materials:</td>
</tr>
<tr>
<td></td>
<td>- How to Count the Grams of Fat in Recipes, SM1</td>
</tr>
<tr>
<td></td>
<td>- Quick Track, SM2</td>
</tr>
<tr>
<td></td>
<td>- Count 100 Cards, SM3</td>
</tr>
<tr>
<td></td>
<td>- Personal Fat Counter, SM4</td>
</tr>
<tr>
<td></td>
<td>- Lifestyle Balance Eating Plans, SM5</td>
</tr>
<tr>
<td></td>
<td>- Build a Better Recipe, CK1</td>
</tr>
<tr>
<td></td>
<td>- How to Lower the Fat in Recipes, CK2</td>
</tr>
<tr>
<td></td>
<td>- Beat the Heat, BP1</td>
</tr>
<tr>
<td></td>
<td>- Keep Warm in the Cold, BP2</td>
</tr>
<tr>
<td></td>
<td>- Health Clubs, the Right Choice for You, EE1</td>
</tr>
<tr>
<td></td>
<td>- Mountain Bikes for Light Riding, EE2</td>
</tr>
<tr>
<td></td>
<td>- Exercising Choice, Which Workout Machine, EE3</td>
</tr>
<tr>
<td></td>
<td>- Ethnic handouts to centers that would need them (for Pacific Islanders, Mexican-Americans, American Indians, Southern-Soul, Asian Indians)</td>
</tr>
<tr>
<td></td>
<td>- Pages about the lifestyle forms: F-1, F-2, F-3, F-4, F-5</td>
</tr>
<tr>
<td></td>
<td>- List of planned revisions to the manual, dated June 13, 1996.</td>
</tr>
<tr>
<td></td>
<td>For the Participant Notebook, these revised pages:</td>
</tr>
<tr>
<td></td>
<td>- Welcome to Lifestyle Balance Program, page 6</td>
</tr>
<tr>
<td></td>
<td>- Move Those Muscles, pages 1 and 2, handout Wear a Good Pair of Shoes</td>
</tr>
<tr>
<td></td>
<td>- Being Active: A Way of Life, page 1</td>
</tr>
<tr>
<td></td>
<td>- Be a Fat Detective, pages 2, 3, 8</td>
</tr>
<tr>
<td></td>
<td>- Three Ways to Eat Less Fat, pages 2, 3, 4</td>
</tr>
</tbody>
</table>
Healthy Eating, pages 4, 9, 10, last 4 pages (Rate Your Plate)
Jump Start Your Activity Plan, pages 3, 5
You Can Manage Stress, page 1
Spanish translation for Sessions 1-4
Large-print Fat Counter

7/1/96 The printer sent to Program Coordinators:
20 Fat Counters
1,000 Keeping Track booklets
40 cover pages for Participant Notebooks
800 Lifestyle Balance Calendars for participants

8/28/96 In Lifestyle Balance News (Vol. 1, No. 2), sent to Program Coordinators:
For the Participant Notebook:
Revised Table of Contents pages iii and iv
Revised Four Keys to Healthy Eating Out, pages 5, 6
New Optional Material: Add Flavor Without Fat, CK3
Revised Spanish translation for Sessions 1-16, including Hispanic food choices
Told staff to modify by hand:
For the Asian Indian, Southern/Soul, and Hispanic handouts:
Change Healthy Eating, page 5 to page 3
For the Asian Indian handouts:
Change Healthy Eating, pages 3 and 4, to Three Ways to Eat Less Fat, pages 3 and 4

9/19/96 In Lifestyle Balance News (Vol. 1, No. 3), sent to Program Coordinators:
Revised pp. F4, F5 with new codes for In-Person Contact Form Checklist for Lifestyle Balance Sessions
Master copies of all ethnic versions of handouts (revised footers)
Revisions of 4 pages of the Spanish translation for the pt. notebook

10/11/96 Sent Program Coordinators Appendix G: Tool Box.

12/12/96 Printer sent to the Program Coordinators: 40 Fat Counters
In Lifestyle Balance News (Vol. 1, No. 4), sent to Program Coordinators:
Optional holiday mailer, Happy Holidays!
Revised pp. F2, F3 with new instructions on coding L03.1 form
Revised page 2 of Checklist for Lifestyle Balance Sessions
Sample audiotaping consent form
Optional pt. handout Why Weigh Myself? SM7
Revised Map of Miles handout of US for Tool Box
Weekly activity graphs (2 for weeks 1-24, 1 for weeks 25-49)
Optional pt. handout How to Start Brisk Walking WK1
Appendix G, Section 1, DPP Dollars, page 2
Optional pt. handout The Big Picture on Fat, FT1

2/3/97 Sent Program Coordinators the Manual for Contacts After Core.
3/6/97 In Lifestyle Balance News (Vol. 2, No. 1), sent to Program Coordinators:
Resources for Coaches:
   Revised Lifestyle Balance Update Sheet, Core Curriculum
   Revised How Am I Doing? graphs for weight and activity
Optional participant handouts:
   Blueprints for Weight Loss, SM8
   Seven Ways to Size Up Your Servings, SM9
   Quick Guide to Low-Fat Shopping, SH1
   Taking the Lead, BN1
4/28/97 In Lifestyle Balance News (Vol. 2, No. 2), sent to Program Coordinators:
   38 Mail-In Monday cards
   Walking: A Step in the Right Direction (WIN brochures, 22 per center except American Indian centers)
   How Am I Doing? graph for activity for participants who enter the trial at more than 110 minutes of activity per week.
   Step, Two, Three! (Consumer Reports review of exercise videos)
   Pages F2-F7, Instructions for In-Person Contact Form and Code Book.
7/20/97 In Lifestyle Balance News (Vol. 2, No. 3), sent to Program Coordinators:
   1,000 Keeping Track booklets per center
   250 Mail-In Monday cards per center
Resources for Coaches:
   A copy of the software for Nutritionist IV (if the center requested a copy) will be sent to each center as soon as the order arrives.
   Inserts for the covers and spines of Manual for Contacts after Core.
Optional participant handouts:
   Menopause and Your Weight, BN2
   What’s Your Pleasure?, MT1
   Indian Food Guide Pyramid
   Four journal articles for Coach reference.
   And Miles to Go Before I Sleep, motivational handout for Tool Box
   Spell DPP, motivational handout for Tool Box
   Revision of Sections 1-7 and Appendix A (Scripts for Core Curriculum Sessions), incorporating planned revisions dated June 13, 1996
7/21-23/97 Distributed at DPP Training in Pittsburgh:
   Revision of entire Appendix F
10/1/97 In Lifestyle Balance News (Vol. 2, No. 4), sent to Program Coordinators:
   Revised pages i through xi (includes the Table of Contents, Revision History) of the Lifestyle Manual of Operations.
   Ultra Slim Fast materials.

Two articles from Consumer Reports on Health, one on reduced-fat meat alternatives and one on cross-training.

11/11/97 In Lifestyle Balance News (Vol. 2, No. 5), sent to Program Coordinators:
Revised Tables of Contents pages iii-iv, Revision History pages xi-xii.
Revised Section 3: Role and Training of DPP Intervention Staff
   (Section 3.1 has been expanded; Section 3.5 has been added).
Revised Appendix G (Tool Box): (Section G.2 has been expanded to include Tool Box policy details; Section G.3 has been added.)

1/28/98 In Lifestyle Balance News (Vol. 3, No. 1), sent to Program Coordinators:
Revised Table of Contents, pages vii, viii; Revision History page xii
Revised Session 1A: Welcome to the Lifestyle Balance Program, pages 1 and 2 (now include reference to Standard Healthy Lifestyle Guidelines)
Additions to Appendix G (Tool Box): Example of a DPP Dollars Contract

4/3/98 In Lifestyle Balance News (Vol. 3, No. 2) to Program Coordinators:
Revision to Appendix A:
   Session 1A: Welcome to the Lifestyle Balance Program, page 1 (now includes reference to Session 1 weight)
   Session 16: Ways to Stay Motivated, page 2 (now emphasizes waiting until After-Core Session 1 to discuss frequency of contact during the after-core period)
Addition to Appendix D: Attendance at Supervised Activity Sessions and Group Sessions (log)
Revisions to Appendix F (pages F-4, F10-F20 of Code Book)
Additions to Appendix G (Tool Box): Pedometers, How Is the DPP Doing?, 20,000 Pounds Lost Forever
Miscellaneous: Sample lifestyle participant newsletters (Pittsburgh, Colorado)

6/26/98 In Lifestyle Balance News (Vol. 3, No. 3) to Program Coordinators:
Revised page 2 of Participant Notebook
Revised Table of Contents pages vii and viii, Revision History p. xiii.
Revision to Appendix F (page F-20 of Code Book)
Addition to Appendix G (Tool Box): Exercise Scavenger Hunt from Pennington

10/15/98 In Lifestyle Balance News (Vol. 3, No. 4) to Program Coordinators:
Revised pages (all) from Table of Contents and Revision History.
Revised Appendix F (Code Book) pages F10-F22.

12/16/98
In Lifestyle Balance News (Vol. 3, No. 5) to Program Coordinators:
Revised pages iii, iv, and xiii from Table of Contents, Revision History.
Section 3.6, Location for Conducting Lifestyle Sessions
Revision to Section 6.4, Supervised Activity Sessions
Revised Appendix F (Code Book) pages F11, F12, F16, F18, F21, F22
Appendix G (Tool Box), pages G-4, G-5: Target Five.

3/8/99
In Lifestyle Balance News (Vol. 4, No. 1) to Program Coordinators:
Revised pages vii, viii, and xiii from Table of Contents, Revision History.
Optional pt. handout EE5, Workouts That Work (Consumer Reports).
Revised Appendix F (Code Book) pages F13, F20.
Addition to Appendix G (Tool Box): Examples of lotteries (from Pittsburgh
and Johns Hopkins)
Distributed at February 1999 Steering Committee Meetings: Appendix G (Tool
Box): Updated How Is the DPP Doing? graphs (data as of 12/31/98)
Mailed directly from the printer: 1000 Keeping Track booklets per center,
New master copy of Lifestyle Manuals

4/19/99
Sent to Program Coordinators:
Addition to Appendix G (Tool Box): Don’t Let Our Success Slip Away

5/14/99
In Lifestyle Balance News (Vol. 4, No. 2) to Program Coordinators:
Revised entire Table of Contents and Revision History.
Optional pt. handouts: SM10, How Hungry Are You?; BP3, A
Traveler’s Workout Guide (physician and Sports Medicine); EE6, Child
Carriers (Physician and Sports Medicine).

8/20/99
In Lifestyle Balance News (Vol. 4, No. 3) to Program Coordinators:
Revised pages v, viii, and xiii from the Table of Contents (the Food Journal and
Travelers Workout Guide are now included), Revision History.

11/19/99
In Lifestyle Balance News (Vol. 4, No. 4), sent to Program Coordinators:
Revised pages v, vii, viii, and xiii (Table of Contents and Revision History).
Revisions/additions to Appendix B: Pages B-1, B22-24 (now includes resource
materials on motivational interviewing from the annual training meetings).
Revised Appendix D (Professional Resources): Now includes books and articles
recently distributed to Coaches.
Revised Appendix F (Code Book) pages F20, F21 and F22.
Additions to Appendix G (Tool Box): The DPP National Lottery Was a
Move It.”

5/5/00
In Lifestyle Balance News (Vol. 5, No. 1), sent to Program Coordinators:
Revised pages viii, xiii, xiv (Table of Contents and Revision History).
Revised Appendix F (Code Book) pages F18-21.
Additions to Appendix G (Tool Box): Ideas to Enrich the Lifestyle Intervention

Miscellaneous: Top Ten Things We Think About (Northwestern)

5/25/00  To Program Coordinators:
Participant evaluation form for DPP Spring Training

7/19/00  Distributed at the DPP Program Coordinators Meeting:
The 10,000 Steps Campaign (with diskettes)
Table of Contents page vii
Code Book page F-23

7/28/00  In Lifestyle Balance News (Vol. 5, No. 2), sent to Program Coordinators:
Revised Revision History page xiv.
Revised Appendix F (Code Book) page F23.
Addition to Appendix G (Tool Box): Ideas to Enrich the Lifestyle Intervention
Miscellaneous articles for Coaches: Bashing Through Barriers, Type 2 Diabetes Can Be Prevented by Lifestyle Intervention (abstract)

8/5/00  Sent to Program Coordinators:
Newsweek cover article on diabetes for 10,000 Steps Campaign (optional)

8/8/00  Sent to Principal Investigators and Program Coordinators:
Overheads for 10,000 Steps Campaign

9/25/00  Sent to Program Coordinators:
Revised Table of Contents, Page viii.
Addition to Appendix G (Tool Box): Holiday Support 2000

11/30/00 Sent to Program Coordinators:
Revised Table of Contents, Page viii.
Addition to Appendix G (Tool Box): DPP Lifestyle Survival Skills

12/4/00  Sent to Program Coordinators via on-line discussion list:
1200 and 1500 calorie meal plans to use as an option in the Lifestyle Survival Skills campaign.

1/8/01  Sent to Program Coordinators:
Hard copy of 1200 and 1500 calorie meal plans to use as an option in the Lifestyle Survival Skills campaign.

1/26/01  In Lifestyle Balance News (Vol. 6, No. 1), sent to Program Coordinators:
Revised Revision History page xiv.
Revised Appendix F (Code Book) pages F12, F13, F18-F25.
Addition to Appendix G (Tool Box): Ideas to Enrich the Lifestyle Intervention, pages 6-7 and attachments.

2/28/01  To Program Coordinators at Steering Committee Meeting:
Revised Table of Contents page viii, Revision History page xiv.
Revised Appendix F (Code Book) pages F24.
Addition to Appendix G (Tool Box): DPP Lifestyle World Series
5/23/01 To Program Coordinators:
Revised Table of Contents page viii, Revision History page xv.
Revised Appendix F (Code Book) page F24.
Addition to Appendix G (Tool Box): DPP Peak Performance Campaign