



## Session Zero Guidelines – Better Choices, Better Health Diabetes

Workshop Participant Recruitment/Informational Session		45-60 minutes
1	Welcome and Introductions	5-10 minutes
2	BCBH Program Overview & Video	10-15 minutes
3	Brief Introduction of Workshop Activities	5-10 minutes
4	Program Materials (hand out flyers, rack cards, sign-up sheet, etc.)	5 minutes
5	Forms – media release	20 minutes
6	Questions	5-10 minutes

### Presentation Materials:

- Session Zero Script and Guidelines
- BCBH Video (on flash drive or access on-line in Box)
- Computer, projector, and internet access (if using on-line video) to show BCBH Video (optional)
- Charts: Self-Management Tool Box (Chart 2)
- *Optional Charts:* Brainstorming (Chart 5) and Parts of an Action Plan (Chart 7)
- Easel & Flip-Chart Paper or White Board
- BCBH Invoice
- Pens
- Markers
- Clipboard
- Tape
- Sign-up sheet
- Brochures/Rack cards
- Resource Book –*Living A Healthy Life with Chronic Conditions*, Relaxation CD

### Organization Provides:

- Outreach to individuals, consumers & general public
- Invitations and reminder calls about “Session Zero”
- Meeting Space
- Set up tables and chairs in U shape or Round (never use lecture/classroom style)

### 1. Welcome and Introductions

- Sponsor, Host Organization or Implementation Site Director introduce Leaders
- Leaders identify themselves as facilitators
- Participants provide their names
- Name/state one hobby or interesting fact about yourself  
— (Leaders model first)



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**2. BCBH Program Overview & Video**

- What is diabetes?
- About BCBH with Diabetes
  - Style and format (including introduction to brainstorming)
  - Workshop Topics (what participants can learn)
- Show BCBH DVD – optional (2 or 5 minute versions)
- Program History and Success

**3. Brief Introduction of Workshop Activities**

- Brainstorming
- Diabetes Self-Management Tool Box

**4. Program Materials**

- Circulate rack cards, flyers, sign-up sheet, etc.

**5. Forms**

- Registration
- Participants sign media release

**6. Questions**

*Additional Resources for Leaders:*

**The role of Session Zero in successful completion of Chronic Disease Self-Management Program workshops:** <http://journal.frontiersin.org/article/10.3389/fpubh.2014.00205/abstract>