



Patient Information

Patient's Name (First, Middle, Last)	Date of Birth (Month/Day/Year)	Pump Serial Number	<input type="checkbox"/> New to Pump Therapy <input type="checkbox"/> Experienced/Current Pumper
Training Date	<input type="checkbox"/> Insulin <input type="checkbox"/> Saline	<input type="checkbox"/> In Person <input type="checkbox"/> Video Remote (Disclaimer provided)	Check box if patient completed, if applicable: <input type="checkbox"/> Completed Pre-Work <input type="checkbox"/> Attended Pre-Pump Webinar

A) Overview

A) Check box if all items in Section A were covered →

A) Type of Insulin

☐ U100 only Humalog/lispro/Novolog/aspart

☐ Other insulin (Contraindications were covered): _____

- Review pump system terminology
- Training resources: Printed, online and mobile apps
- Pump accessories

- Rechargeable battery: Charge daily, battery life, and battery indicator
- Maintenance: Pump is watertight (3 feet for 30 minutes)
- Review: Cleaning pump. Storage/Shelf Mode

B) Getting Started

B) Check box if all items in Section B were covered →

- Screen On/Quick Bolus Button functions: On, Off, Quick Bolus
- Touch Screen- turns off after 3 accidental screen taps
- Home Screen, Icons, Symbols. Status, Bolus, Options menus

- Importance of confirmation prompts
- Program Device Settings, including date, time, and optional Security PIN

C) Tandem Source and Mobile App

C) Check box if all items in Section C were covered →

- **Create Source account** with web application or mobile app. Same log in credentials are used for all platforms
- **Web application:** Upload regularly if not using mobile app
- **Mobile app:** If not using mobile app, provided overview and directed to training resources for future reference
- Complete pairing process

- Not all smartphones and OS are compatible with mobile app or mobile bolus Go to **App Guide** or web for compatibility. Follow **Smartphone Setup**
- Review Tandem Mobile App Overview in App Guide
- Alerts and alarms are displayed on mobile app and pump, but pump alerts and alarms must be cleared on pump. Not acknowledging notifications promptly can adversely affect pump battery life
- Troubleshooting mobile app: Refer to App Guide and tandemdiabetes.com. Use pump for therapy decisions if app is unavailable

D) My CGM

D) Check box if all items in Section D were covered →

D) CGM Type:

☐ Not using CGM

- If not using CGM, directed to User Guide/resources if used in the future
- Select sensor. Review sensor details: Start session, pairing, session length, startup period, session expiration notifications, how to stop sensor session
- Refer to CGM manufacturer User Guides for CGM details such as contraindications and calibration requirements (if any)
- Interaction with, communication between, and CGM data display on pump and mobile app(s)

- During sensor start up, no CGM readings, CGM alarms/alerts, or Control-IQ+ are available. Use BG meter as needed and indicated
- Program CGM Alerts
- Out of Range Alert – defaulted to and should remain ON
- CGM graph views and trend arrows
- Review connection tips for pump and CGM

E) Insulin Delivery Settings

E) Check box if all items in Section E were covered →

Weight and TDI entered if Profile Settings Calculator Used:

Weight: _____ lbs TDI: _____ units

- Personal Profiles: Profile Settings Calculator option for MDI. 6 Profiles with 16-time segments
- Pump Settings: Quick Bolus, Important safety settings: Max Bolus (set at user's reported max) and Basal Rate Limit (set at 2x highest basal rate)

- Basal programming: 0.1 u/hr. minimum basal (0.001 increments). Temporary Rates—Programming and functionality
- Stop/Resume insulin delivery

F) Loading Cartridge

F) Check box if all items in Section F were covered →

- Get ready: Gather pump supplies, new infusion set, vial room temperature insulin. Wash hands and use clean technique
- Follow instructions to fill cartridge: Fill syringe with 95-120 units min/300 units max, remove air from cartridge, remove air from syringe, then fill cartridge

Enter Load menu and follow instructions on screen:

- Change Cartridge: Remove old cartridge and install new filled cartridge. **Make sure tubing is disconnected from body**, then securely connect tubing to the cartridge. Tighten tubing connector only when disconnected from body

- Fill Tubing: **Do NOT fill tubing while pump is connected to the body. Do not connect at site until fill process is completed.** Review minimum/maximum tubing fill. Check for air bubbles or leaks in the cartridge and tubing
- Fill Cannula: Insert a new infusion set and connect to filled tubing. Fill cannula
- Site Reminder
- Resume insulin and review fill estimate on home screen
- Do not add or remove insulin after Load sequence

G) Infusion Sets

G) Check box if all items in Section G were covered →

Type/Cannula Length:

- Proper set and site selection. Set insertion including distance from CGM, and site rotation
- Change every 2-3 days as directed by HCP and Instructions for Use
- Always monitor glucose closely after site change or after being in Load menu, especially if around sleep.

- **Always disconnect from site, not tubing connector**
- Troubleshooting: cannula, occlusions, adhesive issues, redness, absorption. **"When in doubt, change it out."**

H) Delivering Boluses**H) Check box if all items in Section H were covered →**

- 0.05 unit minimum bolus, 25 unit maximum bolus
- Bolus delivery from pump: How to calculate, deliver, override/cancel/stop food, correction, extended and quick boluses. Always verify entries for accuracy and correct decimal point placement

- Mobile bolus: security feature must be enabled. System communication CGM→pump←→mobile app. How to deliver and stop mobile bolus
- Review where past bolus deliveries are displayed
- Consider glucose, IOB and follow HCP recommendations prior to first bolus

I) Control-IQ+ Technology**I) Check box if all items in Section I were covered →**

- If not using CGM, provided overview and directed to User Guide and important training resources to access prior to using CGM/AID
- Turn Control-IQ+ On/Off with required settings
- Review Control-IQ+ flag and status icons to explain how Control-IQ+ works using 30 min predicted CGM values to adjust insulin delivery
- Review Control-IQ+ Alerts

- Activity: Exercise and Sleep programming, use and icons. Setting Sleep schedule is **recommended**
- Follow all Control-IQ+ safety information including:
 - Stop insulin delivery when disconnected from pump
 - Caution with manual injections, inhaled insulin while using Control-IQ+

J) Pump Reminders, Alerts and Alarms**J) Check box if all items in Section J were covered →**

- Pump and CGM safety notifications alert user about important safety conditions that may require acknowledgement or additional action
- Respond to pump Alarms quickly as insulin delivery has been stopped

- See User Guide for a full list of CGM, pump and AID Reminders, Alerts, and Alarms, how displayed and how to respond

K) Safety Information**K) Check box if all items in Section K were covered →**

- Importance of **backup plan** from HCP and carrying emergency supplies
- Troubleshooting hypoglycemia/hyperglycemia – occlusions, site issues, bent cannulas, air in tubing, loose connections, sickness, ketones, pump settings, HCP guidelines. Control-IQ+ does not prevent all low and high BG events. Control-IQ+ can stop insulin delivery, but not treat hypoglycemia. Treatment of hypoglycemia may need to be adjusted. Discuss with HCP. Check glucose at least 4x daily (if not using CGM) & if symptoms don't match CGM.
- Precautions and Safety Tips: Do not expose pump to X-ray, electromagnetic radiation or MRI, extreme temperatures, airport scanners. Disconnect from pump and contact Technical Support if pump malfunction or damage occurs

- User/caregiver is responsible for reviewing pump limited warranty, all instructions and indications for use in the Quick Start/User Guides on how to operate, program, manage and care for the System. They provide important warnings and cautions on proper operation and technical information to ensure patient safety.
- Verified that pump settings are correct, and match signed Pump Start Order. Call HCP for questions about glucose, dosing, or pump settings
- Tandem Support: www.tandemdiabetes.com or call 877-801-6901 with technical questions. Contact CGM manufacturer technical support for all CGM issues except loss of connection on pump only

Pump Training Notes/Topics Not Addressed and why: _____

TOTAL # OF SESSIONS: _____ **TOTAL TIME SPENT (Required):** _____ (15 min. increments)**Training Acknowledgement: Training was provided and received per items checked in this document.****Participant****Pump Trainer**

Signature X	Date (Month/Day/Year)	Printed Name/Signature X	Date (Month/Day/Year)
-----------------------	-----------------------	------------------------------------	-----------------------

3-5 Day Follow Up☐ **Follow up documented in Training Task** (Tandem internal use only)

<input type="checkbox"/> Phone <input type="checkbox"/> In person/virtual <input type="checkbox"/> Email/Text	Follow-Up Topics: Infusion set troubleshooting. Set change, bolus, alarm, or CIQ+ questions. Reminders for online resources and support. Importance of backup plan and supplies and follow up with HCP.
---	--

Follow Up Notes: _____

Patient's Name: _____