|  |  |  |
| --- | --- | --- |
| Team Name: | Date of test: | Test Completion Date: |
| Overall team/project aim: |
| What is the objective of the test? |

**PDSA WORKSHEET**

Do

Study

Act

Plan

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PLAN:** Briefly describe the test.What have we learned from previous related PDSAs? Summarize briefly.How will you know that the change is an improvement?What do you predict will happen?**PLAN**

|  |  |  |  |
| --- | --- | --- | --- |
| List the tasks necessary to complete this test (what) | Person responsible (who) | When | Where |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |
| 6. |  |  |  |

Plan for collection of data:  | **DO:** Test the changes.Was the cycle carried out as planned? ⁪ Yes ⁪ NoRecord data and observations.What did you observe that was not part of our plan?**STUDY:** Did the results match your predictions? ⁪ Yes ⁪ NoCompare the result of your test to your previous performance:What did you learn?**ACT:** Decide to Adopt, Adapt, or Abandon. Adapt: Improve the change and continue testing plan.Plans/changes for next test:Adopt: Select changes to implement on a larger scale and develop an implementation plan and plan for sustainabilityAbandon: Discard this change idea and try a different one |