|  |  |  |
| --- | --- | --- |
| 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 ⁪ No  Record data and observations.  What did you observe that was not part of our plan?  **STUDY:**  Did the results match your predictions? ⁪ Yes ⁪ No  Compare 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 sustainability  Abandon: Discard this change idea and try a different one |