

PDSA: Plan-Do-Study-Act TOOL

Test Topic:

Cycle #:

Date:

PLAN

The purpose of this cycle is to: Develop Test Implement

What questions do you want to answer?

What are your predictions?

Plan to collect data to answer your questions:

What data will be collected?	How? (checklist, chart audit)	Who? (name or role)	When? (times, dates – be specific)	Where? (unit, area, charts)

List tasks necessary to set up test:

What? (specific task)	How? (checklist, chart audit)	Who? (name or role)	When? (times, dates – be specific)	Where? (unit, area, – be specific)

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DO

What did you observe during the test? Were there any unexpected observations?

STUDY

Analyze your data and describe the results. How do the results compare with your predictions?

What did you learn from this cycle?

ACT

Are you ready to implement?

- Yes (I am confident that there is measured improvement, changes have been tested under different conditions and questions answered.)
- No (I have more questions, need to make adjustments and test again, OR risks outweigh benefits – new idea required.)

What is your plan for the next cycle?

Team: _____