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| PDSA Name: |  | # in Series: |  |
| Practice Name: |  |

# GAP: What gap is this test focused on?

What are we trying to change or improve?

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# PLAN – What are we planning to do?

* What do we predict is going to happen? (Why will it work or why won’t it work?)
* When will we implement our experiment and how long will we study it?
* Who is responsible for making it happen (Name all of the participants and their roles– will an MA be involved? Front Desk? Med Records? A provider?)
* What types of data will be collected (remember to collect baseline data for comparison purposes)?
* Who will collect the data/where will they find the data/when will they collect the data?

## Our Plan –

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# DO - What happened?

Perform the Plan that the team has outlined above and be sure to study and document what happened along the way (both good and bad outcomes).

## What did we do?

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# STUDY – What did we learn?

Compare baseline data to the data we collected from our experiment.

Did the results match our predictions and lead to an improvement, moving us closer to a desired outcome? What were the unexpected outcomes from the experiment?

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# ACT – What’s next?

Given the results of the experiment, what will the team do next? Be sure to write the next Plan on a new PDSA worksheet.

## What is our next course of action?

* Adapt – Change was good, but improvement and continued testing are needed.
* Adopt – Change worked well, so let’s work on a sustainability plan.
* Abandon – Change did not work well, so let’s scrap it and try a new one.

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