PDSA Name: _____   # in Series: _____

Practice Name: _____

GAP: What gap is this test focused on?

What are we trying to change or improve?

_____

_____

_____

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 –

_____

_____

_____

_____

_____

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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_____

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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.