

Step 5 INCREMENTALLY TEST SOLUTIONS, FOCUSING ON WORK/ROLE CHANGES

PLAN-DO-STUDY-ACT (PDSA) WORKSHEET FOR TESTING CHANGE

Institute for Healthcare Improvement

The Plan-Do-Study-Act (PDSA) Worksheet is a useful tool for documenting a test of change. The PDSA cycle is shorthand for testing a change by developing a plan to test the change (Plan), carrying out the test (Do), observing and learning from the consequences (Study), and determining what modifications should be made to the test (Act).

BACKGROUND

Used in the Institute for Healthcare Improvement’s “Methods and Tools for Breakthrough Improvement” course,

the PDSA Worksheet has been used by hundreds of health care organizations.

DIRECTIONS

Use the Plan-Do-Study-Act (PDSA) Worksheet to help your team document a test of change. Fill out one PDSA Worksheet for each test you conduct. Your team will test several different changes, and each change will go through several PDSA cycles. Keep a file (either electronic or hard copy) of all PDSA Worksheets for all changes your team tests.

AIM (overall goal you wish to achieve) Every goal will require multiple smaller tests of change.

Describe your first (or next) test of change.	Person responsible	When to be done	Where to be done

PLAN

List the tasks needed to set up this test of change.	Person responsible	When to be done	Where to be done

Predict what will happen when the test is carried out.	Measures to determine if prediction succeeds

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PLAN-DO-STUDY-ACT (PSDA) WORKSHEET FOR TESTING CHANGE *continued*

DO

Describe what actually happened when you ran the test.

STUDY

Describe the measured results and how they compared to the predictions.

ACT

Describe what modifications to the plan will be made for the next cycle from what you learned.

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