

PDSA Worksheet Instructions

What is a PDSA Worksheet?

The Plan-Do-Study-Act (PDSA) Worksheet helps document a test of change

- Plan: Develop a plan to test the intervention
- Do: Implement the intervention
- Study: Observe and learn from the outcomes
- Act: Determine what modifications need to be made

*PDSA is the “action” portion of the Model for Improvement shown below.

Directions

Use the PDSA Worksheet to help your team document a test of change. Fill out one worksheet for each intervention you conduct. Your team will likely test several different interventions, and each change will go through several PDSA cycles. Keep a file of all PDSA worksheets for all changes your team tests.

Step One: Respond to quality improvement questions

- Aim: What is the desired outcome?
- Measures: Did the intervention result in improvement?
- Ideas, Hunches, Theories: What change can we make that will result in achieving our projected goal/target?

Step Two: Plan

- What is the intervention that you would like to test?
- What do you expect to happen?
- Who is involved?
- How long will the intervention take to implement?

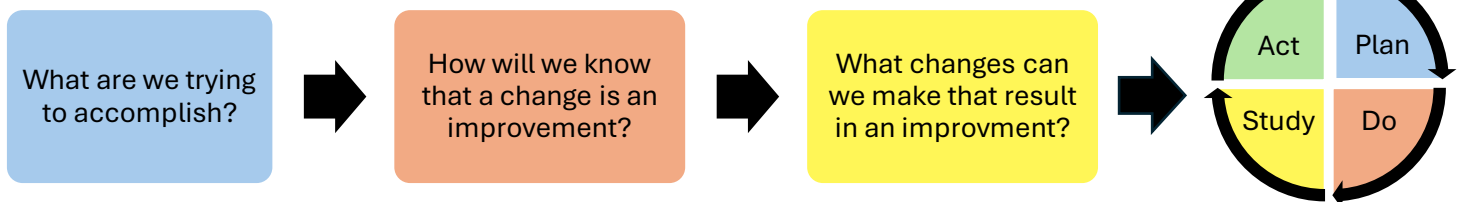
Step Three: DO

- Implement the intervention. Try out the test on a small scale.
- Document problems and unexpected observations.

Step Four: Study

- Set aside time to study the results and determine if the intervention resulted in the expected outcome.
- Reflect on what happened and what was learned.
- Look for unintended consequences, surprises, successes, failures.

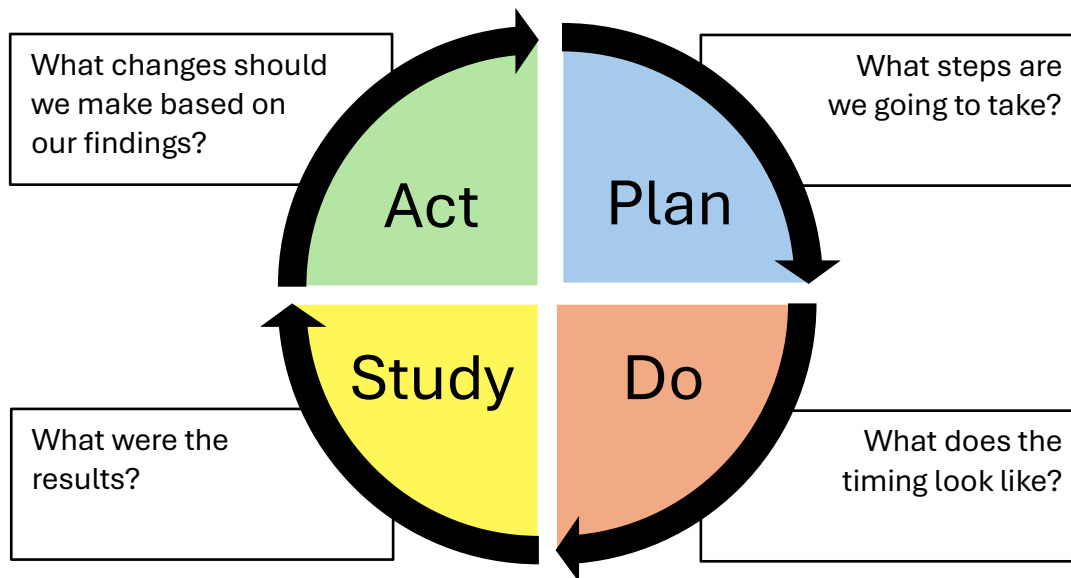
Model for Improvement



PDSA Worksheet Instructions Continued

Step Five: ACT

- Adopt: If your intervention was successful, consider implementing the change in your clinic.
- Adapt: If your intervention was moderately successful, but did not produce the desired results, refine the changes based on what was learned from the intervention and do another round of PDSA.
- Abandon: If the results were not what you wanted and you feel you have tried every change possible, abandon this intervention and consider a new approach



When starting a project, it is helpful to set a SMART goal. SMART stands for Specific, Measurable, Attainable, Relevant, and Timebound.

Specific: Goals are clearly stated.

Measurable: How progress will be tracked.

Attainable: Goals can be reached in the time allotted.

Relevant: Goals are related to the outcome you want to achieve.

Timebound: Goals will be completed within a certain timeframe.