PDSA FORM

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| **Hospital** |  | **Date** |  |
| **Team Members** |  | **PDSA #** |  |
| **PDSA TITLE:** |  |
| **PDSA STATUS:** |

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| --- | --- | --- |
| [ ]  Planned, not initiated | [ ]  Planned and in progress | [ ]  Complete |

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Part 1

***“Aim” and “Plan” should be completed prior to initiating test, and can be updated during test as needed.***

AIM

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| 1. Which primary driver within your overall project does this PDSA address?  |
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| 2. What is your AIM statement for your work on this key driver, including this PDSA cycle?*Use a “SMART” aim: specific, measurable, achievable, relevant, time-bound. Improve [what], from [baseline] to [goal], by [when].Multiple PDSA cycles may contribute to work on one SMART aim.*  |
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PLAN

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| **3. What is the change you are planning to test?***For new interventions, focus initially on small tests of change, rather than immediate broad implementation of new processes.*  |
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| **4. How will you test this change? Be specific.**  *How big (or small) will the test be? How long will it last?* *Where will it be done?*  |
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| **5. How will you know if this change is an improvement? What measures will you use for this test?***Note that PDSA cycles often use short-term measures collected for a particular test, in addition to overall project measures.*  |
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| **6. What are the tasks necessary to prepare for and then conduct this test?** *Include who will be responsible for each task, and when it will be completed.*  |
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| **7. What do you predict will happen? What is your hypothesis for this test?***Be specific, and refer to the measures you defined in question 5: how much do you predict your measure will change, and by when.*  |
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Part 2

***Complete “Do”, “Study”, and “Act” as soon after test is completed as possible.***

DO

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| 8. What happened as you conducted the test? Was the test completed as planned? What problems or unexpected observations were encountered?  |
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STUDY

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| 9. What were the results of the test, using the measures identified above? *Include measures before and after the test. Include (or attach) a run chart showing your results.*  |
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ACT

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| 10. What are your next steps? *ADAPT: improve the change and continue testing using PDSA cycles – what will be your next PDSA?**ADOPT: test changes on larger scale or develop plan for implementation and sustainability – how will you expand?**ABANDON: discard change idea and try different approach using a new PDSA cycle – what will be your next change idea?* |
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