



## PDSA PLANNING WORKSHEET

Project Name:	PDSA Name:
Specific question addressed:	
What is the objective of the test?	
Planned timeline: Start date:	Completion date:

**PLAN:**

Briefly describe the test:

How will you know that the change is an improvement?

What driver does the change impact?

What do you predict will happen?

**PLAN**

List the tasks necessary to complete this test (what)	Person responsible (who)	When	Where
1.			
2.			
3.			
4.			
5.			
6.			

Plan for collection of data:

**DO:** Test the changes.

Was the cycle carried out as planned?  Yes  No

If not, why not?

Record data and observations.

What did you observe that was not part of our plan?

**STUDY:**

Did the results match your predictions?  Yes  No

Compare the result of your test to your previous performance:

What did you learn?

**ACT:** Decide to Adopt, Adapt, or Abandon.

- Adapt: Improve the change and continue testing plan.  
Plans/changes for next test:/PDSA cycle
  
- Adopt: Select changes to implement on a larger scale and develop an implementation plan and plan for sustainability
  
- Abandon: Discard this change idea and try a different one