# PDSA Worksheet

<table>
<thead>
<tr>
<th>Team:</th>
<th>PDSA Leader:</th>
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<tbody>
<tr>
<td>Long-term Goal:</td>
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<tr>
<td>Focus:</td>
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<tr>
<td>☐ Patients</td>
<td>☐ Providers</td>
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<td>Objective of Cycle:</td>
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<tr>
<td>☐ Collect Data</td>
<td>☐ Develop a Change</td>
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<tr>
<td>PDSA Cycle Aim:</td>
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**Specify**

- What are you trying to accomplish or what questions do you hope to answer?
- Key Driver Impacted:
  1. 
  2. 
  3. 

**Measure**

- How will you know that change is an improvement?
  - Provide an evaluation plan to support your predictions.
- Who (will collect):
- What (measures):
- When (time period):
- Where (location):
- How (method):

**Plan**

- State the tasks of the PDSA cycle
  - Note who, what, when, where, and how the PDSA cycle will be accomplished.
- List steps necessary to complete the PDSA cycle
  1. 
  2. 
  3. 
  4. 
  5.
- Person Responsible

**Reason**

- What do you predict will happen when the PDSA cycle is completed?

**Time**

- What is the time frame of this PDSA cycle?
  - Date Started:
  - Target Completion Date:

**Do**

- Carry out the PDSA & Collect data.
  - Describe:
    - observations
    - problems encountered
    - special circumstances
    - items not part of the plan
- Was the PDSA carried out as planned? ☐ Yes ☐ No
  1. 
  2. 
  3.

**Study**

- Analyze the data and summarize the results.
- Did your results match your predictions? ☐ Yes ☐ No
  - What did you learn from this?
  1. 
  2.

**Act**

- List lessons learned, major conclusions.
- Did you meet your aims and goals? ☐ Yes ☐ No
- Are you confident that you should expand size/scope of test or implement?
- Did you answer the questions you wanted to address? ☐ Yes ☐ No
- What modifications/refinements are needed for the next cycle?
  - Do you plan to ☐ Adopt ☐ Adapt ☐ Abandon the change or test?
  1. 
  2. 
  3.