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| **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 NoRecord data and observations. What did you observe that was not part of our plan?**STUDY:** Did the results match your predictions? Yes NoCompare 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: Adopt: Select changes to implement on a larger scale and develop an implementation plan and plan for sustainabilityAbandon: Discard this change idea and try a different one |

**PDSA WORKSHEET**

Practice Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Team Members:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SMART Aim:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of test: \_\_\_\_\_\_\_\_\_\_\_\_ Test Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is the objective of the test?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What 90-day goal does the change impact? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 

**Please fax to 770.333.1725 or email to jwinter@khfirst.com**