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| **Plan, Do, Study, Act** |
| **Organization/Department name**: **Today’s date:** |
| **Area of focus:**  **What principle does it target?**  **Safety ☐Trustworthiness & transparency**  **Peer support ☐Collaboration & mutuality**  **Cultural, historical & gender issues ☐ Empowerment & choice** |
| **What is the strategy being tested?**  **Anticipated start date**: |
| **PLAN**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | List the tasks necessary to complete the strategy: | Person responsible (who) | Anticipated Due date | Check when complete | Notes and observations | | 1. |  |  |  |  | | 2. |  |  |  |  | | 3. |  |  |  |  | | 4. |  |  |  |  | | 5. |  |  |  |  | | 6. |  |  |  |  | |
| **Impacts: What are the anticipated impacts of this strategy? (for example, what will look, feel, or be different shortly after we implement this strategy?)**  **How will this be measured?**  **DO:**  Carry out the plan as outlined above; note your observations and collect your measurements  **STUDY:**  Was the cycle carried out as planned? ⁪ Yes ⁪ No  What did you observe (expected and unexpected findings)?  Did the results match your predictions? ⁪ ⁪ Yes ⁪ No  What does the information collected tell you (What did you learn)? |
| **ACT:** Decide to Abandon, Adapt, Adopt   * 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. * Adapt: Improve the changes and continue testing plan. Describe what you will change in the next PDSA:  |  |  | | --- | --- | |  |  | |  | |