**Model for Improvement – Template**

**Step 1. The 3 Fundamental Questions**

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| **1. What are we trying to accomplish?**  (*By answering this question we will develop our goal for improvement*) |
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| **2. How will we know that a change is an improvement?**  (*By answering this question we will develop measures to track achieving our goal*) |
|  |
| **3. What changes can we make that can lead to an improvement? – list your ideas for change**  *(By answering this question we will develop the ideas we would like to test to achieve our goal)* |
| **Idea 1**  **Idea 2**  **Idea 3** |

**PDSA Template**

**Step 2. Complete this template for each PDSA cycle you undertake**

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| --- | --- | --- | --- |
| Planned Start Date |  | Planned Finish Date |  |
| **PDSA #: This PDSA Title: Owner:** | | | |
| **Objective for this PDSA Cycle:**  What are we trying to improve (aim), by how much (goal) and by when (timeframe)? | | | |
|  | | | |
| **Plan:** Fill the sections below as part of planning | | | |
| **Change Idea:** Describe the change we plan to test (refer to the 3rd fundamental question above). | | | |
| **Questions:** What question(s) do we want to answer on this PDSA cycle? | | | |
| **Prediction:** What do we think will happen?  Prediction on Change:  Prediction on Question: | | | |
| **Data:** What data will we need to test our prediction(s)? How will it be collected? | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **Task to be completed for Test** | **Who** | **When** | **Where and How** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | | | | |
| **Do:**Carry out the change or test; Collect data and begin analysis. | | | |
| Was the cycle carried out as planned? ⁪ Yes ⁪ No  Record data, observations and feedback.  What problems or unexpected events were encountered? | | | |
| **Study:**Complete analysis of data | | | |
| What do the data show?  Was our prediction(s) confirmed? If not what did we learn?  *Compare the data to what was predicted and summarise the learning* | | | |
| **Act:** Decide the next step. | | | |
| 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 sustainability  Abandon: Discard this change idea and try a different one | | | |