

PLAN-DO-STUDY-ACT (PDSA) Worksheet



The Plan-Do-Study-Act (PDSA) cycle is a useful tool for documenting a test of change. Running a PDSA cycle is another way of saying testing a change — you develop a plan to test the change (Plan), carry out the test (Do), observe, analyze, and learn from the test (Study), and determine what modifications, if any, to make for the next cycle (Act).

Fill out one PDSA worksheet for each change you test. In most improvement projects, teams will test several different changes, and each change may go through several PDSA cycles as you continue to learn. Keep a file (either electronic or hard copy) of all PDSA cycles for all the changes your team tests.



PLAN: Plan the text, including a plan for collecting data.

Questions and predictions: (State the question you want to answer and make a prediction about what you think will happen.)

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Who, what, where, when:

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Plan for collecting data:

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DO: Run the test on a small scale.

Describe what happened. What data did you collect? What observations did you make?

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STUDY: Analyze the results and compare them to your predictions. (Complete as a team if possible.)

Summarize and reflect on what you learned:

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ACT: Based on what you learned from the test, make a plan for your next step.

Determine what modifications you should make—adapt, adopt, or abandon:

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PREPARE A PLAN FOR YOUR NEXT PDSA.