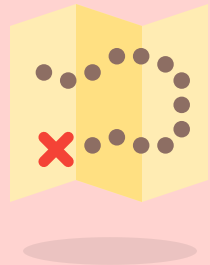




# Plan, Do, Study, Act

## A simple guide that explains how to conduct a PDSA project

### STEP #1 PLAN: THE CHANGE



- ✓ The start of the PDSA cycle begins with an appreciation that there is an opportunity to do something better!
- ✓ At the planning stage we plan the singular change and how we will collect the relevant data. We identify key stakeholders to be involved.

### STEP #2 DO: THE CHANGE



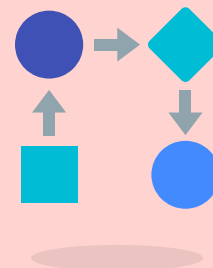
- ✓ On a small-scale and over an agreed short timescale we implement the agreed singular change.
- ✓ While the change is in place we collect the agreed data-set. This will help us assess the impact of the change at the next 'study' stage.

### STEP #3 STUDY: CHANGE IMPACT



- ✓ We take our data and evaluate the impact of the change comparing pre-change and post change data.
- ✓ At the 'study' step the key question we must ask is - has the change led to an improvement? Or have things stayed the same, or even deteriorated?

### STEP #4 ACT: KEEP &/OR CONTINUE



- ✓ If the change has had a positive impact we will retain it. Although we may look to tweak it before the next cycle.
- ✓ In most cases, we will plan additional changes and use the PDSA to gauge their impact. Over time PDSA should help improve delivery via learning,