

Stage	Description	Common Steps
<b>Plan</b>	<i>Plan your process, includes creating measures or data collection plan</i>	<ol style="list-style-type: none"> <li>1. Plan the test - list the steps</li> <li>2. Who, What, Where, When?</li> <li>3. What are your predictions about the test/ change?</li> <li>4. Create measures / data collection plan to determine if prediction succeeds</li> </ol>
<b>Do</b>	<i>A time to try the change and observe what happens</i>	<ol style="list-style-type: none"> <li>1. Carry out the plan, try the test</li> <li>2. What happened? Document your observations</li> <li>3. Begin analysis</li> </ol>
<b>Study</b>	<i>Analyze the data and results</i>	<ol style="list-style-type: none"> <li>1. Analyze the results /data</li> <li>2. How did they compare to your predictions?</li> <li>3. What did you learn? Did you meet your measurement goals?</li> </ol>
<b>Act</b>	<i>Identify next steps based on the analysis</i>	<ol style="list-style-type: none"> <li>1. Revise the plan based on your findings</li> <li>2. What changes would you make?</li> <li>3. Will you adopt this change?</li> <li>4. If it met your prediction/ goals , plan and measure for your next cycle of PDSA</li> </ol>