

General Practice PDSA Plan

PRACTICE			
START DATE		END DATE	
PURPOSE OF PLAN What are you trying to accomplish?			
CYCLE NUMBER			

PLAN – Write concise statements about what you plan to do and the steps involved.

What do you plan to do?

What do you hope to achieve?
(include measurement/outcome)

<u>How are you going to do this?</u> (list the steps to be implemented)	BY WHO	BY WHEN

Practice Principal		Signature		Date	
Practice Manager		Signature		Date	

DO – Implement your plan and write the observations you have during your implementation. This may include how the patients react, how the doctors react, how the nurses react, how it fits in with your system or flow of the patient visit. Ask yourself, “Did everything go as planned?”

What did you observe?

Were there any unexpected events?

STUDY – After implementation, take time to study the results and record how well it worked, if you met your goal and document areas of improvement. Ask yourself, “Do I need to modify the plan?”

What did you learn?

Has there been an improvement?

Did you meet your measurement goal?

What could be done differently?

ACT – Write what you came away with after this implementation, whether it worked or not. If it did not work, what can you do differently in your next cycle to improve the outcome? If it did work, are you ready to spread it across your entire practice?

What did you conclude from this cycle?

Practice Principal		Signature		Date	
Practice Manager		Signature		Date	