

## Plan-Do-Study-Act (PDSA) template

Reproduced with permission from Surgical Treatment and Rehabilitation Services [STARS] Hospital

Improvement activity governance	
Commencement date	
Area	
Lead person	
Team members (if any)	
Supporting committee	
Expected completion date	

PDSA cycle (repeat as needed)										
<b>Plan</b>	What is the issue/concern?									
	How long has it been going on?									
	What is the source of the information?									
	What is the current measure of the issue/concern?									
	What is the successful measure of the issue/concern?									
	What is the timeline of the plan?	Expected commence date: Expected completion date:								
<b>Do</b>	What actions need to be taken?	<table border="1"> <thead> <tr> <th>Action to be taken</th> <th>By whom</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> </tr> <tr> <td>2.</td> <td></td> </tr> <tr> <td>3.</td> <td></td> </tr> </tbody> </table>	Action to be taken	By whom	1.		2.		3.	
		Action to be taken	By whom							
		1.								
	2.									
3.										
Date checked?										
<b>Study</b>	What has been the result of the action taken?	Resolved (successful measure has been met)								
		Issue/concern continues								
<b>Act</b>	What are the next steps?	<p><b>If the successful measure has NOT been met:</b></p> <p>Commence another PDSA cycle?</p> <p>Escalate to Manager/ Committee/ Meeting?</p> <p>Other? _____</p> <p><b>If the successful measure HAS been met:</b></p> <p>Complete the final improvement outcome statement at the end of the form</p>								

## Final improvement outcome statement

Complete the following sentence with the information utilised for the quality improvement:

The \_\_\_\_\_ has resulted in an increase/ decrease of \_\_\_\_\_  
(successful action taken) (issue/concern)

\_\_\_\_\_ of \_\_\_\_\_%.  
(final success measure/initial measure X 100)

Follow Up Review planned for:  3 months  6 months  12 months