



PDSA Worksheet — Plan, Do, Study, Act

One improvement, one cycle, one page. Small test, quick result, next cycle — the method behind every audit in this library

Project · team · cycle no. ____ ·
dates

AIM — WHAT ARE WE TRYING TO ACCOMPLISH?

"Reduce / increase [what] from
[baseline] to [target] in [ward] by
[date]"

MEASURE — HOW WILL WE KNOW A CHANGE IS AN IMPROVEMENT?

Outcome measure · process measure
· balancing measure (what might get
worse) · how often collected · by
whom

PLAN

Change idea (one, small):

Prediction — what do we expect to happen?

Test: who · where · how many patients / days · starting when

DO

What actually happened? Problems, surprises, data collected:

STUDY

Result vs prediction (attach the run chart, Tool 3):

What did we learn?

ACT

Decision: ☐ Adopt (spread it) ☐ Adapt (change it and test again) ☐

Abandon

Next cycle — what, who, when:

Rules of a good test. Small enough to start next week (one nurse, one ward, five patients). A prediction written before the test. A measure that exists before the change. Three cycles before you decide. The people who do the work design the test.

ASF standards: Governance chapter — improvement (means of verification: PDSA worksheets linked to the action log)