ICTP
Implementation
Capacity for Triple P

Plan-Do-Study-Act (PDSA) Tracker

WHAT IS THIS TOOL?

This tool is a worksheet that supports the user to document, monitor and track their repeated Plan, Do, Study, Act (PDSA) Cycles for future program decision making and spread and scale.

HOW TO USE IT

This tool can be used as a job aid or resource for LIAs. An Implementation Specialist can use it to support LIAs in documenting repeated PDSA cycles and their outcomes. LIAs can use it independently to document, monitor and track their repeated PDSA cycles and use it for determining when it is time to spread and scale a test of change or new implementation strategy.

CONSIDERATIONS

For users that are not familiar with a PDSA cycle an Implementation Specialist may want to consider supporting them through planning and conducting a PDSA cycle. Also, as a prerequisite to conducting PDSA cycles the Implementation Specialist may want to provide some adult learning using the National Institute for Children's Health Quality (NICHQ) Quality Improvment 101 and/or Blended Implementation Science and CQI approach slides

Adapted from the National Institute for Children's Health Quality (NICHQ) Quality Improvement 101, 2017.

UNC | FRANK PORTER GRAHAM
CHILD DEVELOPMENT INSTITUTE

THE
IMPACT CENTER
at FPG · Building Capacity for Stronger Systems and Communities

Plan-Do-Study-Act (PDSA) Tracker

In the Model for Improvement, Plan-Do-Study-Act (PDSA) cycles are used by teams as part of the Continuous Quality Improvement (CQI) process to test new change ideas or innovations on a small scale then repeating the PDSAs under different conditions (e.g. different languages, times of day, experienced vs new practitioners, etc.). When outcomes become consistent over the course of several repeated PDSA cycles a teams can be relatively confident that they know what it takes to implement the change effectively before investing a lot of time and resources in implementing a change across an entire program, organization or system.

This tool is designed to help teams to document, monitor and track their PDSA cycles in one place, and determine when to scale and spread a test of change. After each PDSA cycles, using the PDSA worksheet and checklist, a team should determine whether to:

Adapt- make minor changes and test again in a different condition

Adopt- test again as is in a different condition

Abandon- cease test and up come up with a new change idea or innovation

PDSA Cycle

Implementation Strategy or Capacity Bucket

	EXAMPLE	INTERVENTION/ CHANGE
What Capacity Bucket will this change address? Co-creation, Leadership/team, Workforce Development ,QOMI/Data, Media & Networking	Leadership/teams	Enter your bucket here
What attempt of this cycle are you at?	First time	

Plan-Do-Study-Act (PDSA) Tracker

PLAN

	EXAMPLE	
What change will you test	*Sending a terms of agreement to new CLT members*	Enter your change
What questions are you trying to answer?	*Will CLT members be more engaged if they know the expectations for engagement prior to joining the CLT*	Enter questions
What do you predict will happen (1 per questions)?	*We predict CLT members with the terms of agreement will be more engaged if they know the expectation*	Enter prediction

DO

	EXAMPLE	
What did you discover while testing? What did. You note that was expected/unexpected?	*The CLT members had a lot of questions about some of the expectations, especially about leading a workgroup*	Enter your discovery

STUDY

	EXAMPLE	
Go back to your measures and questions in your plan. What are your results and outcomes of your test and how do they answer your questions?	*Overall the terms of agreement was successful and the members*	Enter your results
What did you learn in this test cycle?	*We learned that having clear expectations for engagement before the CLT meeting helps set the tone for the meeting, but not everyone that we wanted to join the CLT could engage at the level we wanted*	Enter what you learned

Plan-Do-Study-Act (PDSA) Tracker

ACT

	EXAMPLE	
Adapt (how?), Adopt? Abandon?	*Adapt – add some less intensive ways CLT members can engage*	Enter your choice
Was anything uncovered that could be an alternative change to test	*It was clear that many people wanted to engage but didn't have the time to engage at the level we wanted so our next test of change is to determine different levels of engagement for CLT members and add them to the terms of reference*	Enter your answer