



GUIDANCE ON COMPLETING A PDSA FORM

<p>Objective of Cycle</p> <ul style="list-style-type: none"> <input type="checkbox"/> Collect Data (Learn) <input type="checkbox"/> Test a change <input type="checkbox"/> Implement a change 	<ol style="list-style-type: none"> 1. <u>What do we want to accomplish?</u> Identify the smaller, shorter term AIM for steps that will lead to achieving the overall collaborative AIM for improvement/innovation (how much, by when and for whom). <ol style="list-style-type: none"> a. AIM example: <i>By October, 2014 the ABC health center will increase, by 10% from baseline, the number of women who intend to breastfeed.</i> 2. <u>How will we know a change is an improvement?</u> Identify the appropriate indicator for the cycle. Indicator examples: we will measure the N of mothers asked about intention at set intervals (within 4 weeks of enrollment & at 36 weeks gestation), N of mothers who received family friendly resources at set intervals (define) and the N of mother who initiate within XX days of birth 3. <u>What ideas do we have that will result in improvement?</u> Ensure the change to be tested is clearly stated. For example: HVs will use a protocol for addressing intention with all pregnant mothers at XX, XX and XX weeks gestation. HV will ask the mother about intention at each of these intervals and use a set of family friendly resources/protocols from the CDC's Guide for Strategies to Support Breastfeeding mothers and babies at the identified time-points.
<p>Questions we want to answer with this PDSA cycle</p>	<ol style="list-style-type: none"> 4. Clearly state the question that the team sets out to answer with this test. For example, <ol style="list-style-type: none"> 4a. if we track intention to BF at identified intervals and discuss it in (weekly? monthly?) supervision, will it result in home visitors remembering and prioritizing these discussions with mothers at critical time-points in BF decision-making? 4b. if we use a standardized protocol with family friendly resources for BF at XX, XX and XX weeks during pregnancy will it result in an increase the rate of mothers that intend to breastfeed.
<p>Predictions</p>	<ol style="list-style-type: none"> 5. Predict what will happen if the plan is carried out; remember, your prediction should be specific enough that you can tell if it came true or not at the end of this PDSA cycle. For example, figure out how many women on your caseload are going to be at one of the identified time-points in the next week, and predict how many of them will intend to breastfeed, and how they will react to the family-friendly resources that home visitors provide. Sample prediction: of the 4 women who will be at XX, XX and XX weeks gestation in the next week, 2 of them will intend to breastfeed and 3 of them will be excited to receive the family-friendly resources.
<p>Tasks/Tools Needed to Complete the Cycle</p>	<ol style="list-style-type: none"> 6. List necessary tasks to be completed in order for the test to be done. For example, the intervals at which your team will ask about intention and use family friendly resources must be defined. The family friendly resources must be gathered & reviewed by staff. A way of tracking the results of the test must be developed (e.g. 1. an index card for every woman entering the intervals you are interested in with: how do you intend to feed your infant? And what do you think of the resources provided about infant feeding today? 2. A tracking form for the supervisor to use to keep track of each women & the responses to the 2 questions on the index card). 7. Please pay special attention to <i>how you will collect the data for the PDSA</i>. Teams often don't include their data collection or tracking forms, and we want to include them with the PDSA plan.
<p>Plan</p>	<ol style="list-style-type: none"> 8. Ensure all of the questions are answered (who what, when and where) 9. Ensure that the "how the change idea will be tested" is clear 10. Refine the scale/scope of this PDSA to be as appropriate as possible
<p>Do</p>	<ol style="list-style-type: none"> 11. Include simple summary of the work

	<p>12. Clearly state problems or unexpected events</p> <p>13. show your data</p>
Study	<p>14. Include an analysis of the data: what does your data teach you?</p> <p>15. Include qualitative feedback or observations by the clients and the home visitors involved in the PDSA</p> <p>16. Evaluate your predictions using the data. For example, we predicted that 2 of 4 women would intend to BF, but all 4 expressed an intention. All 4 were excited about the family friendly resources and one asked for copies for FOB.</p>
Act <input type="checkbox"/> Adapt <input type="checkbox"/> Adopt <input type="checkbox"/> Abandon	<p>17. Say what will happen in the next PDSA cycle (develop change further, test on a larger scale, implement/adopt in daily practice)</p>