

Worksheet for Testing Change

Privileged & Confidential work product of the QAA Committee.

What is the aim or purpose of the cycle?

1. What are we trying to accomplish?
2. How will we know when a change is an improvement?
3. What change can we make that will result in improvement?

Plan

What is your next test of change?	Test population?	When to be done?

List the tasks needed to set up this test of change.	Who is responsible?	When to be done?
1-		
2-		
3-		
4-		

Predict what will happen when the test is carried out.	Measures to determine if prediction succeeds.

Do

Describe what happened when you ran the test:

- What was actually done?
- Measured results:
- Observations:

Study

Review and summarize the measured results and observations, and compare data to predictions:

Act

Determine next steps (e.g. modify idea and retest {AdApt}, spread idea {AdOpt}, test new idea {Abandon this idea})

