

Improvement Planning Worksheet

AIM	<i>Describe the aim of this project. What are you trying to accomplish? Every aim will require multiple small tests of change.</i>		
IDEA	<i>Describe the proposed test. What performance gap will it address? What idea will you test? What barriers will you need to overcome?</i>		
	Performance gap	Idea for test	Barriers
MEASURES	<i>What is the desired goal that will close the performance gap? Describe the specific measures that will determine a successful outcome for the test.</i>		

PLAN	<i>Describe your plan for change. List the tasks and tools needed to perform the test. Predict what will happen when the test is carried out.</i>	
	Tasks and Tools	Predicted Outcome
	Who: What: When: Where: How: Tools:	
DO	<i>Try your change with a few patients over a short period of time. Collect data that can be measured. Describe what happened when you ran the test.</i>	
STUDY	<i>Did the change result in the desired improvement? Describe how the measured results compare to the predicted outcome.</i>	
ACT	<i>Describe how you will modify the plan in the next test cycle based on “learnings” from this cycle. Or, describe a new idea to test to help you achieve your aim.</i>	