

## PDCA: STORYBOARD TEMPLATE



HEALTH CARE  
AUTHORITY

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

POPULATION SERVED: \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_

### PLAN

Identify an opportunity and  
Plan for Improvement

#### 1. Getting Started

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#### 2. Assemble the Team

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#### 3. Examine the Current Approach

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#### 4. Identify Potential Solutions

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#### 5. Develop an Improvement Theory

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#### 6. Test the Theory

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#### 7. Check the Results

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#### 8. Standardize the Improvement or Develop New Theory

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#### 9. Establish Future Plans

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#### 10. Publish Results/Outcomes

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### DO

Test the Theory for Improvement

### CHECK

Use Data to Study Results  
of the Test

### ACT

Standardize the Improvement and  
Establish Future Plans