

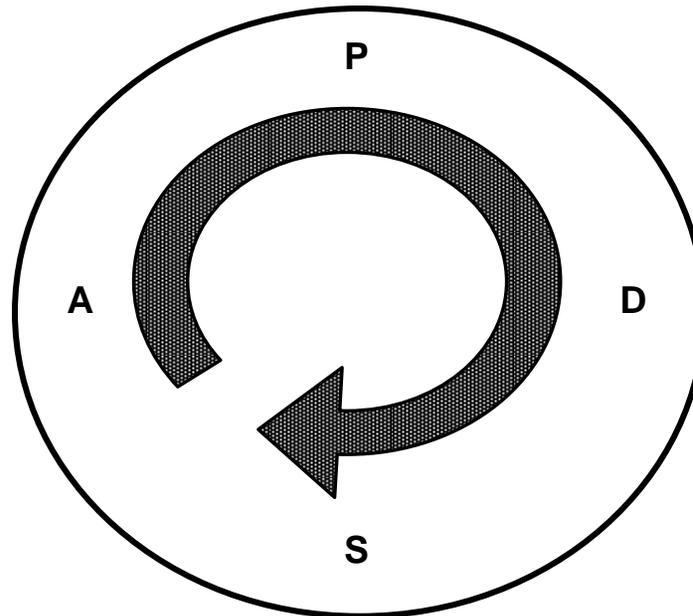
Process Improvement Cycle

PLAN- Plan the implementation of an improvement/change

- Identify a problem or opportunity for improvement
- Assemble a team
- Establish baseline data-Set a goal
- Develop an implementation plan

ACT- Adopt or abandon the change.

- Decide what changes will be made permanent
- Identify the support structures to complete the change
- Implement the change
- Develop a strategy for maintaining the improvement
- If the change will not be adopted, return to the Plan step



DO- Make the change (pilot or small scale changes first)

- Carry out a test
- Document procedures and observations
- Gather data to track progress

STUDY- Study the results to determine if improvement is made

- Analyze data results and compare to goal
- Evaluate the impact
- Determine if improvement has occurred
- If results are not as expected, skip Act step and return to Plan step.