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| --- | --- | --- | --- | --- | --- | --- |
|  | | Subject: |  | Start Date: |  | |
| Revision #: |  | |
| Submitted by: |  | Approved by: |  | |
|  | | | |
| **P**  **l**  **a**  **n** | * Problem: * Potential Root cause(s): * Improvement idea to test: * Predicted result(s) of this test: * Measurable targets to determine success or failure: | | | | | | |
| **D**  **o** | What tasks are planned/completed to test your idea?   |  |  |  |  | | --- | --- | --- | --- | | Tasks (include population/setting) | Person Responsible | Due Date | Date Completed | | 1. |  |  |  | | 2. |  |  |  | | 3. |  |  |  |   Document what actually happened: | | | | | | |
| **S**  **t**  **u**  **d**  **y** | * Summarize measurable results of test: * What did you learn? * Unintended consequences: * Barriers/Root Causes: | | | | | | |
| **A**  **c**  **t** | * Further implementation: * Next tests or adjustments * Unresolved barriers: | | | | | | |