PDSA Review Checklist

QUALITY CRITERIA (look-fors)	PDSA 1 (criteria present?)	PDSA 2 (criteria present?)	PDSA 3 (criteria present?)
PLAN: Hypothesis	yes or no?	yes or no?	yes or no?
A. The learning goal of the cycle is clear?			
B. Strong change idea *(based on best practice or prior learning)*			
C. Change idea is specified and developed?			
D. Clear predictions? *(avoid yes/no predictions when possible)*			
PLAN: Design of the experiment			
E. Data collection plan? *(must be related to predictions)*			
F. Scale of the test appropriate?			
Equity Checks - Does the change idea have the potential to interrupt inequitable practices? - Are assumptions explicit so they can be tested? - Have we integrated user voice to understand the user experience of the change?			
DO: Documentation of learning			
G. Carry out the plan? *(including collecting intended data)*			
H. Record any notes and surprises that happened during the test?			
STUDY/ACT: Learning & next steps			
I. Compare what actually happened with predictions?			
J. New learning or theory refinement? *(explicit reference to the original hypothesis)*			
K. Suggested next steps? *(logical next steps based on the learning from this cycle)*			
Equity Checks - Reexamine the findings: were our original hypotheses influenced by biases or deficit thinking? - Were all team members and end users given fair opportunity to voice and challenge interpretations? - Do the next steps have the potential to interrupt inequitable practices and systems?			

Note: Equity checks inspired by work at the Rennie Center and Teach Plus

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