

## Worksheet for Developing an Aim Statement

### Definition:

An Aim Statement is a written, measurable, and time-sensitive description of the accomplishments the Team expects to make from its improvement efforts. The Aim Statement answers the question: “What are we trying to accomplish?”

### Critical Consideration:

The Aim Statement should be developed with input from Senior Leadership to ensure support for the Team and alignment with the strategic goals of the organization. An organization will not improve without a clear and firm intention to do so. The performance goals should represent a challenge for the organization.

### Requirements

- Describe the SYSTEM to be improved
- Must be TIME bound
- Must be MEASURABLE
- Must define a SPECIFIC POPULATION

### **Aim Statement Components:**

The timeframe

The clinical condition

The measures

The work

The performance goals

The population

### **Examples**

1. Reduce emergency room visits for asthma patients in by 30% within 15 months
2. Increase the percentage of flu vaccinations given to asthmatic patients at University Pediatrics to 85% by the end of flu season

**Draft Your Aim Statement:**

The timeframe: \_\_\_\_\_

The population: \_\_\_\_\_

The clinical condition: \_\_\_\_\_

The measures: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The performance goals: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## PDSA (plan-do-study-act) worksheet

Goal of this test:

TOOL:

STEP:

CYCLE:

PLAN

I plan to:

I hope this produces:

Steps to execute:

DO

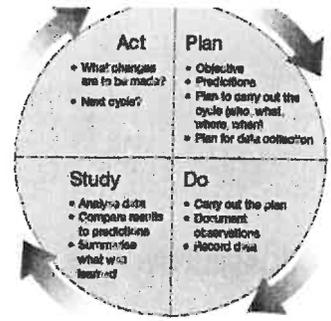
What did you observe?

STUDY

What did you learn? Did you meet your measurement goal?

ACT

What did you conclude from this cycle?



## PDSA Checklist and Guide

**Single Step** - Each PDSA often contains only a **segment or single step** of the entire tool implementation.

**Short Duration** - Each PDSA cycle should be as brief as possible for you to gain knowledge that it is working or not (some can be as **short as 1 hour**).

**Small Sample Size** - A PDSA will likely involve only a portion of the practice (maybe 1 or 2 doctors). Once that feedback is obtained and the process refined, the implementation can be broadened to include the whole practice.

<b>Plan</b>	<b>Do</b>	<b>Study</b>	<b>Act</b>
<p>Here you will write a <b>concise</b> statement of what you plan to do in this testing. This will be <u>much more focused and smaller than the implementation of the tool</u>. It will be a <b>small portion</b> of the implementation of the tool.</p> <p><input type="checkbox"/> The statement is a <b>concise</b> statement of what we will do.</p> <p><input type="checkbox"/> The statement is small and focused</p> <p><input type="checkbox"/> We have included a measurement or an outcome that we hope to achieve</p> <p><input type="checkbox"/> Quantitative Measurement (# of doctors performed teach-back)</p> <p><input type="checkbox"/> Qualitative Measurement (nurses saw less congestion in the lobby)</p> <p>The <b>time limit</b> that you are going to do this study – remember, it does not have to be long, just long enough to get your results. And, you may set a time limit of <b>1 week</b> but find out after <b>4 hours</b> that it doesn't work. You can terminate the cycle at that point because you got your results.</p> <p><input type="checkbox"/> Time Limit _____</p>	<p><b>Execute the PLAN</b></p> <p>What did you observe? (Ex. how the patients react, how the doctors react, how the nurses react, how it fit in with your system or flow of the patient visit)</p> <p>Did everything go as planned?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If no, did I have to modify the plan?</p>	<p>What did you learn?</p> <p>Did you meet your measurement goal?</p> <p>If you met your goal, how well did it work?</p>	<p>What did you come away with for this implementation?</p> <p>If it did not work, what can you do differently in your next cycle to address that?</p> <p>If it did work, are you ready to spread it across your entire practice?</p>

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**STEP:**

**CYCLE:**

**PLAN**

I plan to:

I hope this produces:

Steps to execute:

**DO**

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**STUDY**

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**ACT**

What did you conclude from this cycle?