Adapted from Gorenflo and Moran, *The ABC’s of PDCA*

**Plan**
1. Identify and Prioritize Opportunities
2. Develop AIM Statement
3. Describe the Current Process
4. Collect Data on Current Process
5. Identify All Possible Causes
6. Identify Potential Improvements

**Check/Study**
1. Review analysis and make conclusions

**Act**
- Adopt: Standardize/ Hold the Gains
- Adapt: DO - Modify/ Try Again
- Abandon: Plan

**Do**
- 1. Test the Improvement
- 2. Collect and Analyze the data
- 3. Document Problems, Observations, and Lessons Learned

**Plan**
7. Develop Improvement Theory
8. Develop Action Plan