

PLAN DO STUDY ACT (PDSA) FORM

Directions: Use this Plan-Do-Study-Act (PDSA) form to track your agency's progress as part of the Quality Improvement Project (QIP). This tool should be completed by the Las Vegas TGA designated Single and/or Secondary Point of Contact (SPOC) with review and input from the project team.

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|---|--|---|
| <input type="checkbox"/> QIP Proposal Due 4/10/2026 | <input type="checkbox"/> QIP Cycle Ends 8/03/2026 | <input type="checkbox"/> Cycle 1 Report Due 9/01/2026 |
| <input type="checkbox"/> QIP Proposal Due 9/10/2026 | <input type="checkbox"/> QIP Cycle Ends 12/31/2026 | <input type="checkbox"/> Cycle 2 Report Due 2/01/2027 |

SPOC: _____ Agency: _____

Problem Statement:

Aim Statement:

Data Collection:

Outcome:

PLAN: Define the objective. What is your prediction? Outline action steps, assign responsibilities, identify required resources. How long will implementation take (refer to the 2026 CQM timeline for reporting as a guide)?

Data Collection Plan: Who will collect the data? What data or measures will be tracked? When will data collection occur? How will the data be gathered and displayed? What decisions will be informed by the data?



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DO: Implement the plan on a small scale. Document actions taken, observations, challenges, and unexpected findings.

STUDY: Analyze results. Did the change lead to improvement? Identify key learnings, successes, failures, and unintended consequences.

ACT: Based on what was learned, what are the next steps? Will you adapt, adopt, or abandon the change? What modifications are needed for future cycles?