

Plan, Do, Act, Check

The Plan-Do-Check-Act (PDCA) model, also known as the Deming Cycle, is a continuous improvement process used for problem-solving and process enhancement.

1 Plan:

- Identify the problem or improvement opportunity.
- Gather data and analyze the current situation.
- Develop a plan with specific objectives and steps to address the issue.
- Define success criteria and metrics for measuring progress.

2 Do:

- Implement the plan on a small scale or in a controlled environment.
- Execute the steps outlined in the plan.
- Collect data and document any issues or deviations from the plan.

3 Check:

- Review and analyse the results of the implementation.
- Compare the outcomes against the expected results and success criteria.
- Identify any discrepancies and determine their causes.
- Document lessons learned and insights gained from the process.

4 Act:

- Based on the analysis, take corrective actions to address any issues.
- Standardise successful processes and incorporate them into broader practice.
- If the plan was not successful, revise and refine it based on the insights gained.
- Repeat the cycle for continuous improvement.

