Electronic Survey, Provider enter PDSA

Date: May 2, 2013

PLAN

Objective for this cycle

- *What do you hope to learn?*

We want to learn if it is possible to reduce total time and error using the electronic survey.

Specific questions to address:
Will this method increase the time the coordinator spends on electronic survey submission?
What kind of issues will arise form coordinator entering surveys?

Predictions/Hypotheses

- *What do you think will happen when the test is done?*

Plan

For <u>test</u>: *who, what, when, how, where*:

Madison (program director) and Hannah (program staff) collected paper surveys and will enter them into the survey monkey site at Compass Center on Thursday, May 2, 2013.

For <u>data collection</u>: *who, what, when, how, how long*?

_____

DO Carry out the change/test.
- *Collect data.*
- *Note when completed, observations, problems encountered, and special circumstances*

STUDY Analyze and summarize data (quantitative and qualitative)
- *What went well?*
- *What could be improved?*

ACT Document what was learned and plan next cycle
- *Should Adapt, Adopt, or Abandon the change?*
- *What adaptions are needed?*
- *Are you confident that you should expand size/scope of test?*

PDSA Cycle Tracking Form

Name of Person Testing Change?
Change Tested?

Cycle No.	PLAN • **What did you test?** • **How did you test it?** • **Who and how many did you test it with?**	DO **Date Tested**	STUDY • **What did you learn?** • **What worked well?** • **What could be improved?**	ACT • **How will you adapt the change?**
1	Tested electronic survey submission with participants completing paper survey and program staff entering it into the survey monkey site.	May 2nd	-Average time of 2 mins and 20 seconds per survey. -For 18 surveys it took program staff 40 mins. combined time. -The question #'s on the paper survey do not match the question #'s on survey monkey. This was difficult for the data entry process. -The process went faster than we anticipated. -It is hard to not read each question and check for understanding as you go. Just got into a rhythm of data entry without reading the questions. This could be challenging for some program providers. -After each completion, we had to exit out of website and type in website again, wouldn't let you re-load. -One participant did not answer "Have you had sex?" I tried to skip it but it would not let me, she then answered the skip pattern for not having sex. I decided to answer "no" for the first question but made	This gives a frame of reference. We will include this as an option on the Electronic Quick Reference Guide to be distributed to current and potential projects. It will help programs select the best option for them.

			a note of what the unique ID was in case we need to throw it out. -Another participant answered "Yes" for "Have you had sex?" but then answered the skip pattern for not having sex. Since the electronic version takes you directly to one set of questions or the other, we had to leave those blank.	
2				
3				
4				

5				