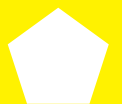
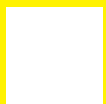


**Me first**

**PDSA  
Logbook**



# PDSA (Plan, Do, Study, Act)

## Learning from experience

PDSA cycles can be used to try-out a change in behaviour and assess its impact. Every time you finish a PDSA cycle you start a new one to try to improve on what you have done in the previous cycle. In this way it becomes a process of continuous learning and improvement.

Use this PDSA Log Book when you want to try something new to improve your communication with children or young people.

When you are studying how it went remember that learning from the changes that don't go well are often even more useful than the changes that work.

This PDSA Log Book is adapted from the Evidence Based Practice Unit (EBPU):

**[www.annafreud.org/pages/ebpu-home.html](http://www.annafreud.org/pages/ebpu-home.html)**. We would like to thank them for their support with this project. EBPU is part of University College London and the Anna Freud Centre.

# Me first

Children and young people  
centred communication

## How do I know that you want to listen to me?

### Show me that you want to listen to me

- Introduce yourself to me first #HelloMyNameIs
- Give me an overview of the key steps of the conversation
- If my parents are with me
  - Let me know that you want to hear from me first and then my parents so we all know that we will be heard
  - Check whether I want to speak to you alone

## Why am I here?

### Help us all (you, me and my parents) to get a shared understanding of why I am here, my goals, and what the problem is

- ▲ Find out why I think I am here – ask me first and then my parents
- ▲ Ask me about all of my concerns, about my life and not just my condition or symptoms.
- ▲ Explain to me why I am seeing you specifically and what your expertise is
- ▲ Talk with me about why you think I'm here
- ▲ Share information with me to help me to understand my health

## What are my choices?

### Ensure I understand the choices available to me and their pros and cons

- Share information with me about my options
- Ask me about what I think could help
- Remember there are always choices
  - Options about what can happen
  - Options about how things can happen
- Talk with me about the pros and cons of my different options

## How do you know what is important to me?

### Explore my views and preferences

- ◆ Ask me
  - what I think would work best for me and my life
  - about my beliefs or expectations about my health
  - if there is anything I'm worried or unsure about
- ◆ Find out my hopes, aims and goals as these will influence my choices
- ◆ Discuss whether my choices will help me to achieve these goals
- ◆ Acknowledge and respond to my ideas, feelings, and values

## What decision have we made?

### Help us all to reach a shared agreement on key problems, plans, and what is going to happen next

- Check that we all agree on what is going to happen
- Check that we all agree on how it will happen
- Check how able I feel to follow the plan
- Check when we will next review our decision together

## What will happen next?

### Summarise the conversation, check our understanding, and help me to remember

- ◆ Summarise and check
  - That we have covered everything
  - If I have any questions
  - That I know what I need to do and look out for
  - That I am clear about what to expect next, what to do if something differs from the agreed plan and how any changes will be communicated with me
- ◆ What will help me to remember this conversation?

← N — HAVE WE FOUND A WAY FORWARD TOGETHER? — Y →

# Example PDSA cycle

Your scenario

Date

4 / 5 / 15

*Freddie (12yr old boy) who I see in clinic doesn't engage in conversations during meetings and mum speaks a lot on Freddie's behalf. I want to hear more from Freddie and his thoughts on things during our meetings.*

## Plan

What one thing do I want to try?

- *When I meet with Freddie on Friday I will make sure he is included in the conversations more.*
- *I will sit next to him so that I can look directly at him to show him I want to hear from him*

## Do

How did I do it?

What did I do if different from my plan?

- *I sat next to Freddie during the meeting so I could look at him directly when asking questions.*

## Act

Given what I have learnt, what will I try next?

- *Next time, I will open the conversation by explaining that it is important for me to hear from Freddie and his mum. I will say something like "I will speak to Freddie first and then Mum you will get an opportunity to speak second". I hope this will reassure mum that she will also have time to talk.*

## Study

How did it go and what did I learn?

- *Freddie spoke more than he has before which was great, but even though I was looking at Freddie and talking directly to him, his mum kept on answering for him.*

# Plan, Do, Study, Act

Your scenario

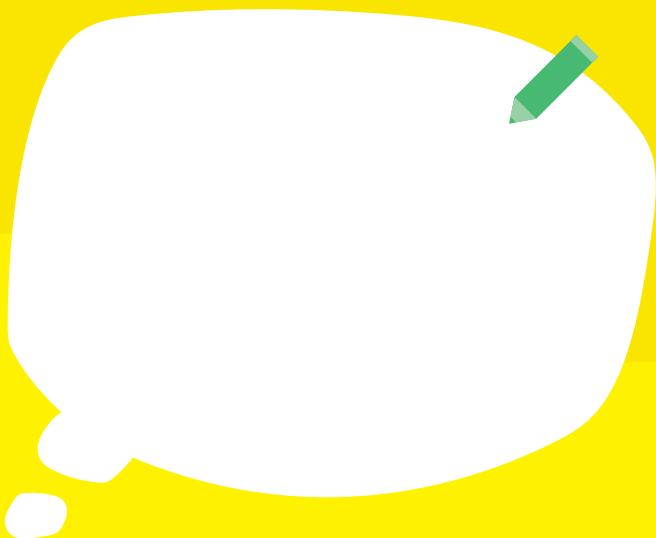
Date

/ /



## Plan

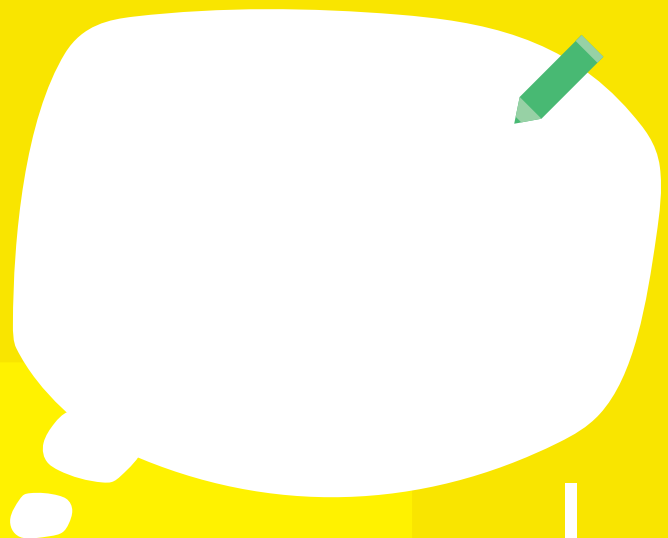
What one thing do I want to try?



## Do

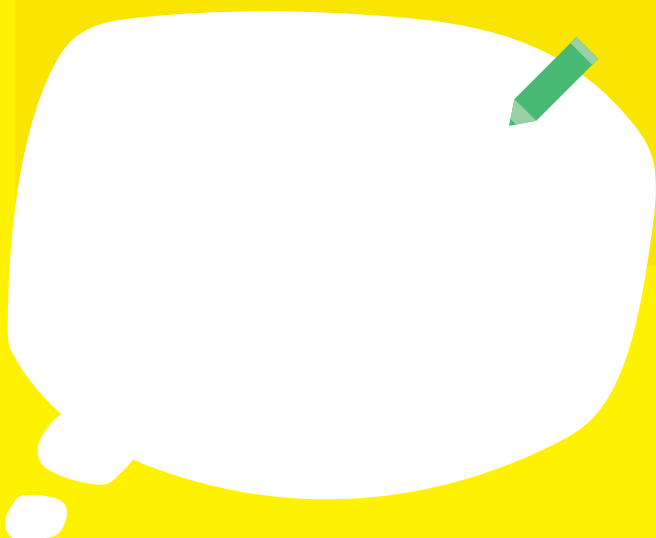
How did I do it?

What did I do if different from my plan?



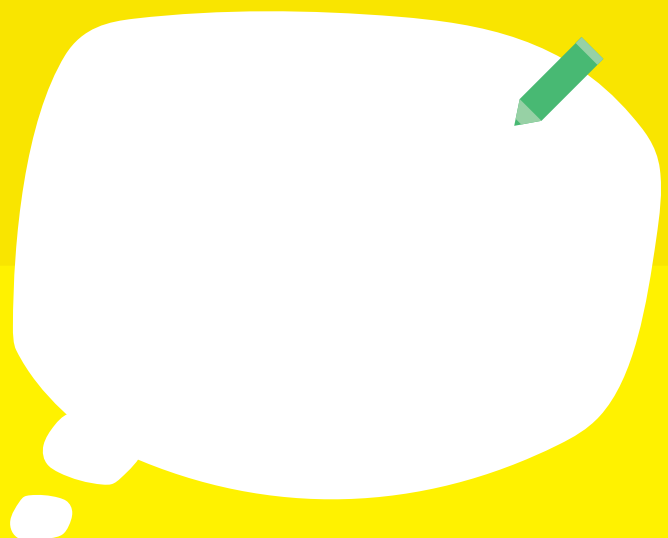
## Act

Given what I have learnt, what will I try next?



## Study

How did it go and what did I learn?



# Plan, Do, Study, Act

Your scenario

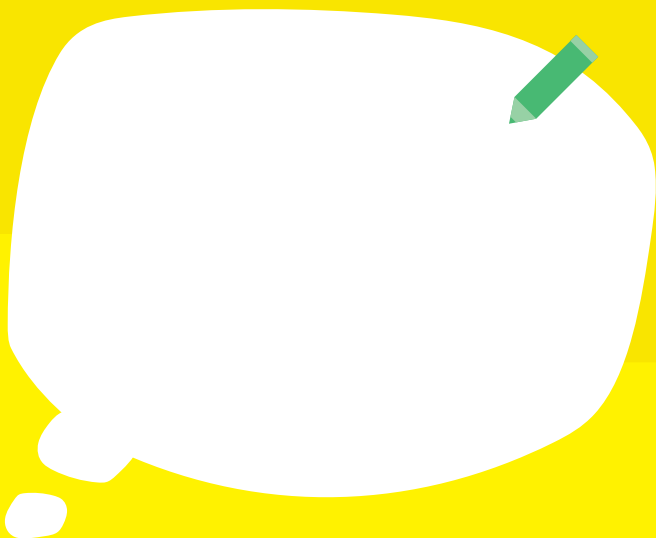
Date

/ /



## Plan

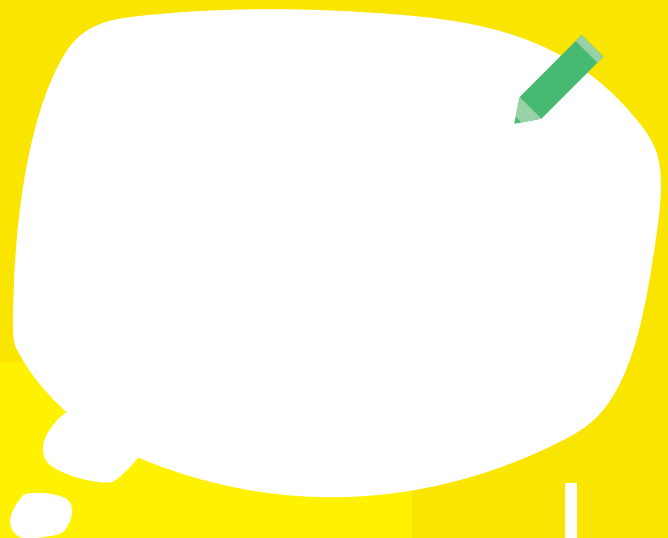
What one thing do I want to try?



## Do

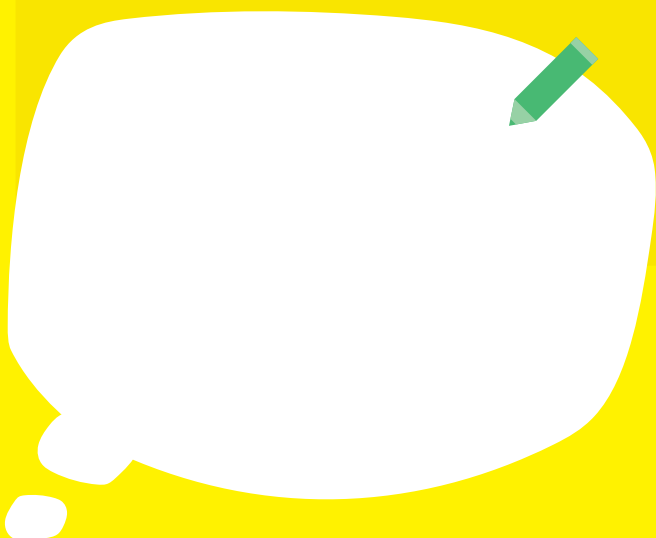
How did I do it?

What did I do if different from my plan?



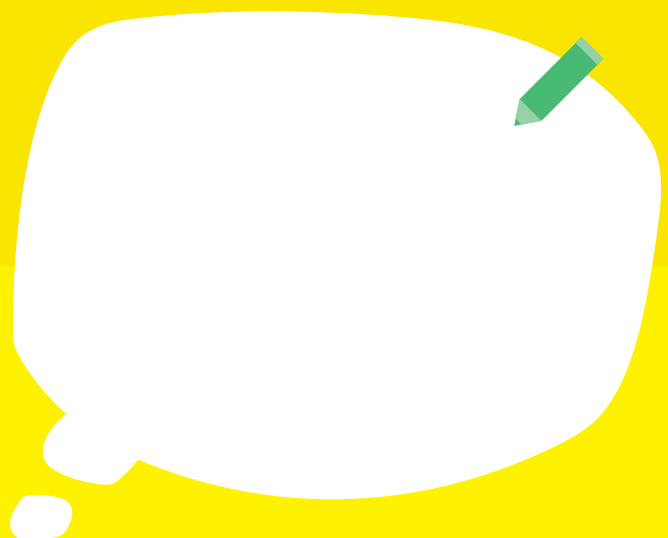
## Act

Given what I have learnt, what will I try next?



## Study

How did it go and what did I learn?



# Plan, Do, Study, Act

Your scenario

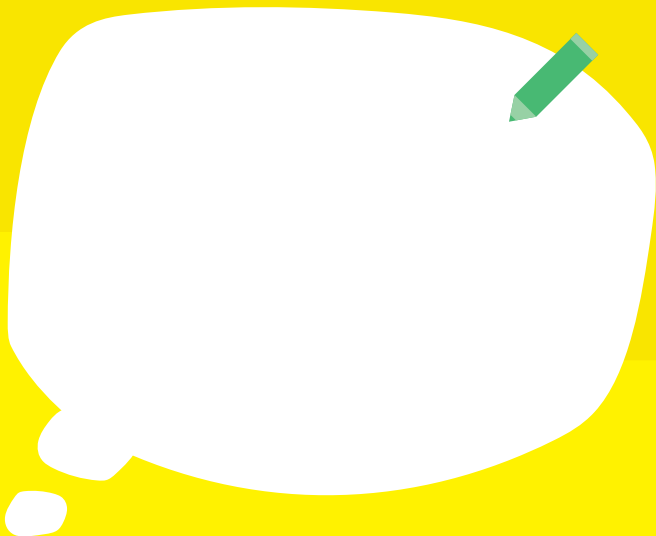
Date

/ /



## Plan

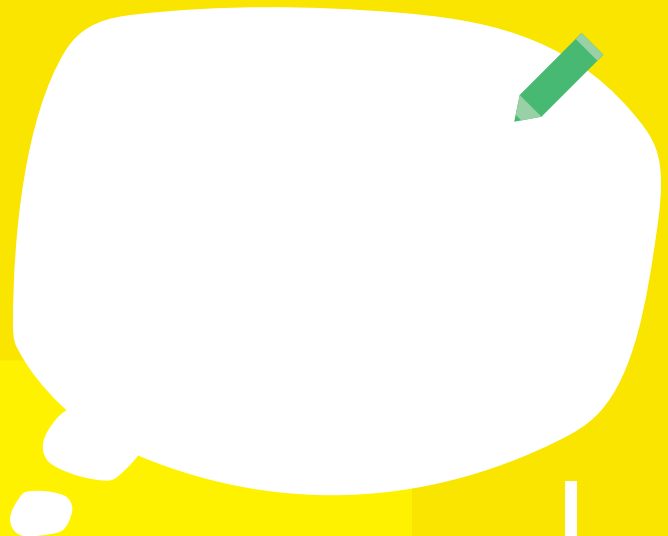
What one thing do I want to try?



## Do

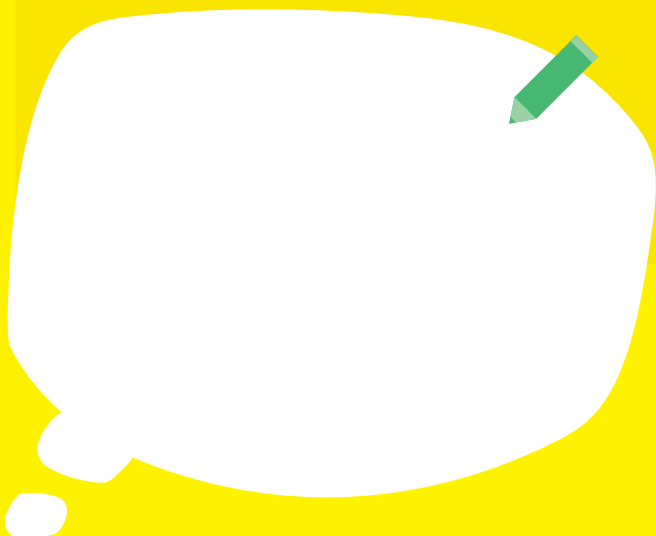
How did I do it?

What did I do if different from my plan?



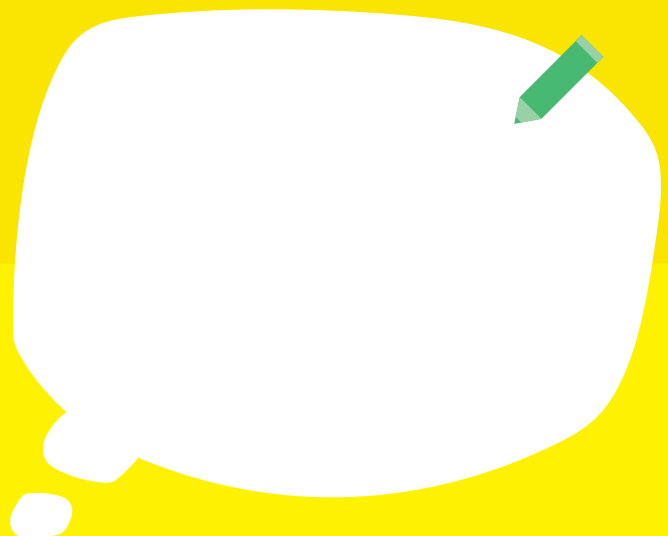
## Act

Given what I have learnt, what will I try next?



## Study

How did it go and what did I learn?



# Plan, Do, Study, Act

Your scenario

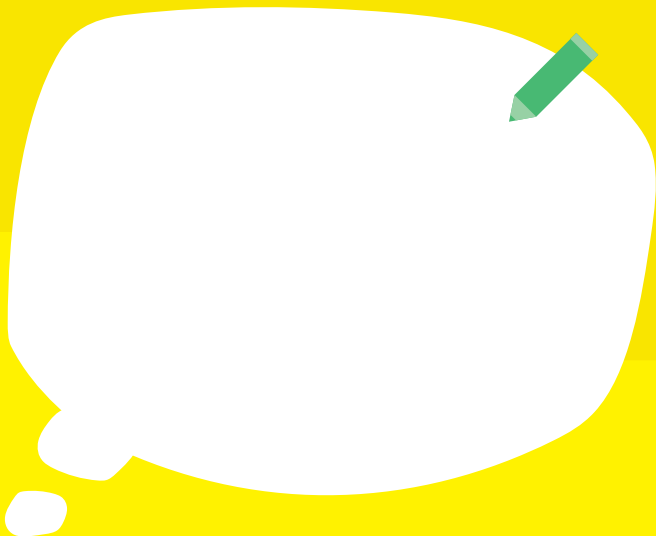
Date

/ /



## Plan

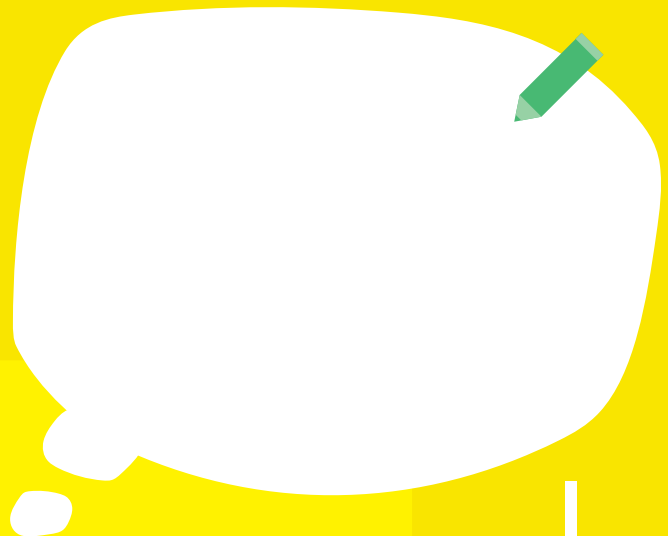
What one thing do I want to try?



## Do

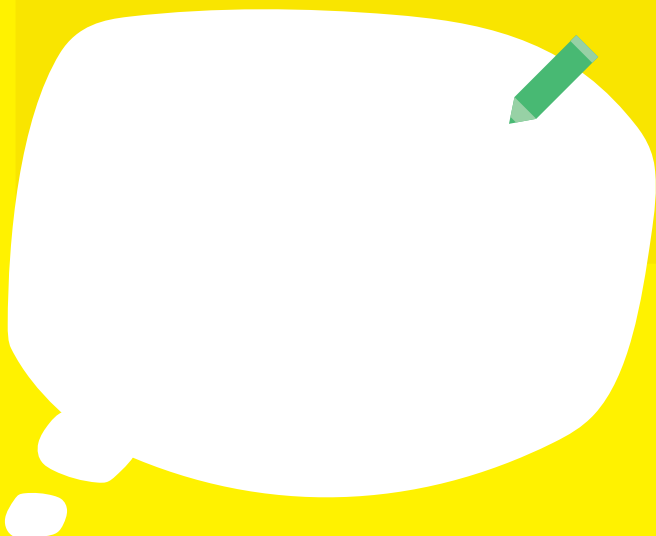
How did I do it?

What did I do if different from my plan?



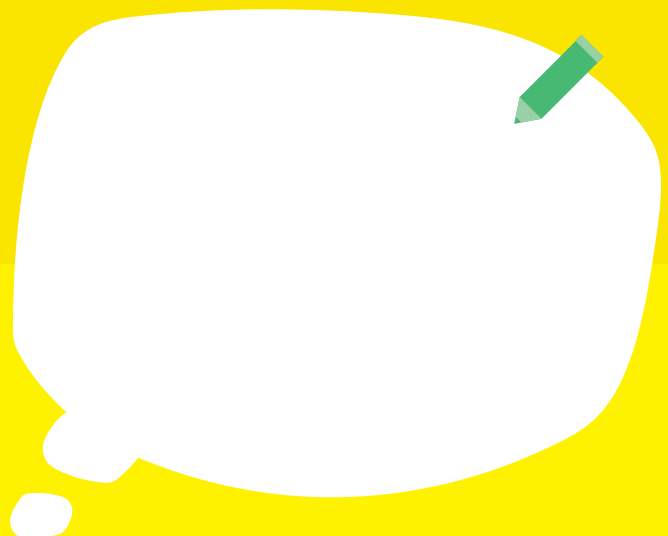
## Act

Given what I have learnt, what will I try next?



## Study

How did it go and what did I learn?





# Plan, Do, Study, Act

Your scenario

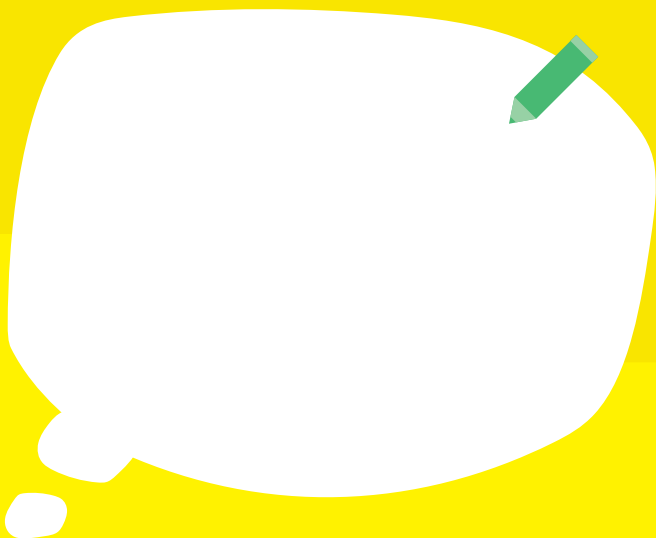
Date

/ /



## Plan

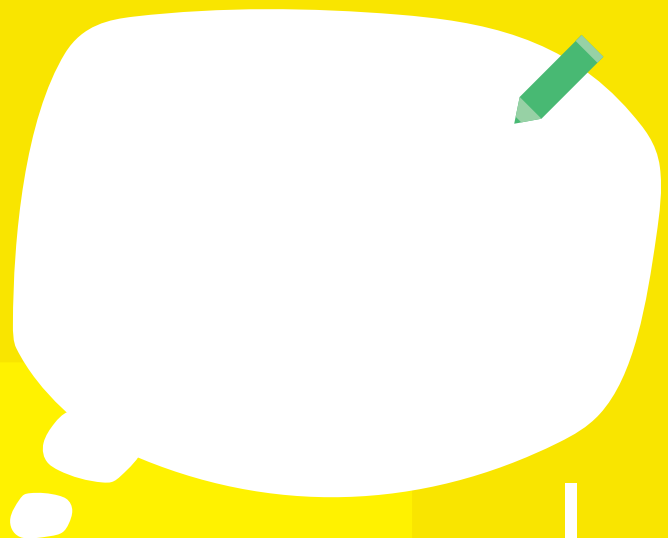
What one thing do I want to try?



## Do

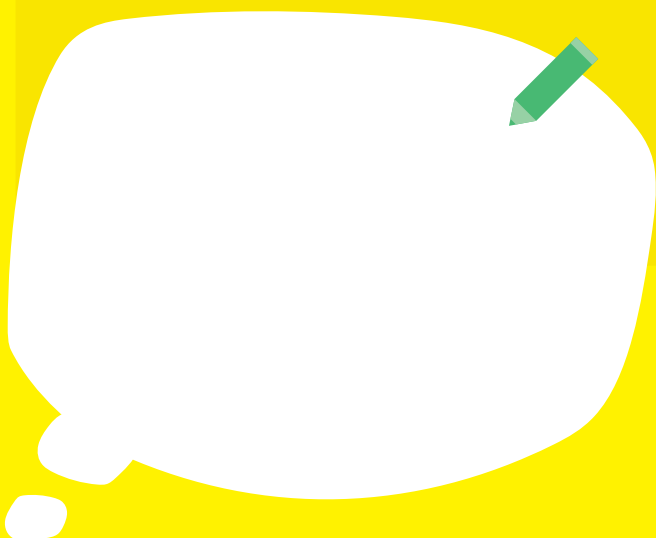
How did I do it?

What did I do if different from my plan?



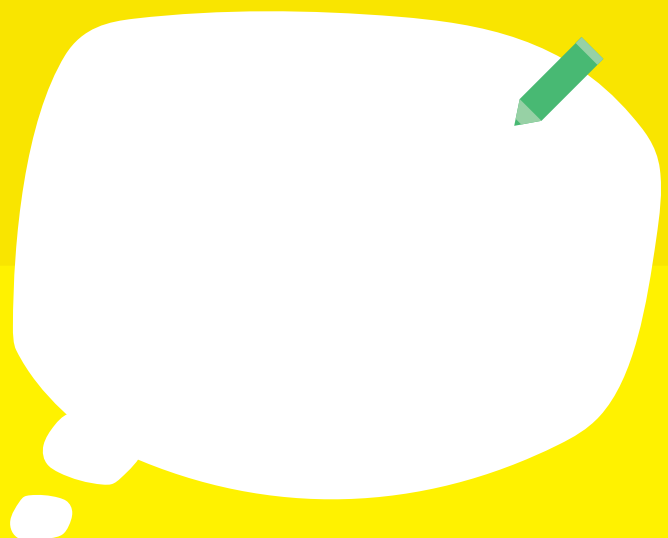
## Act

Given what I have learnt, what will I try next?



## Study

How did it go and what did I learn?



# Plan, Do, Study, Act

Your scenario

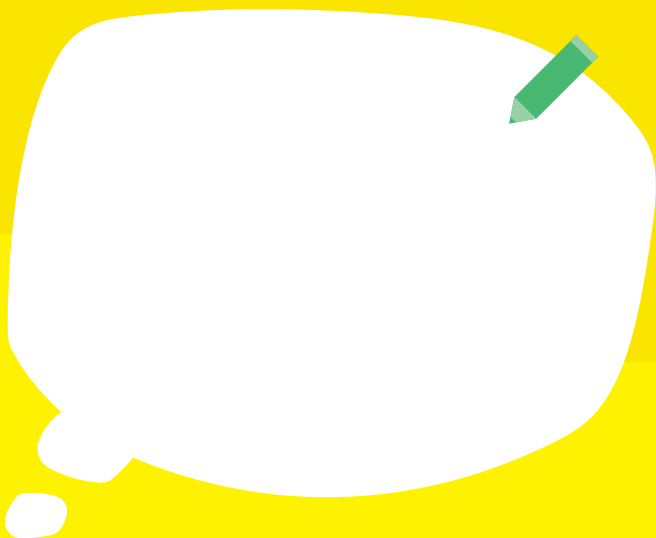
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## Plan

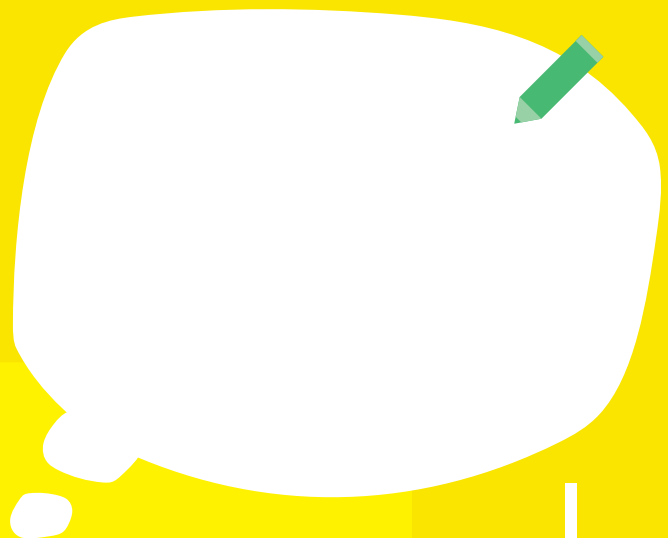
What one thing do I want to try?



## Do

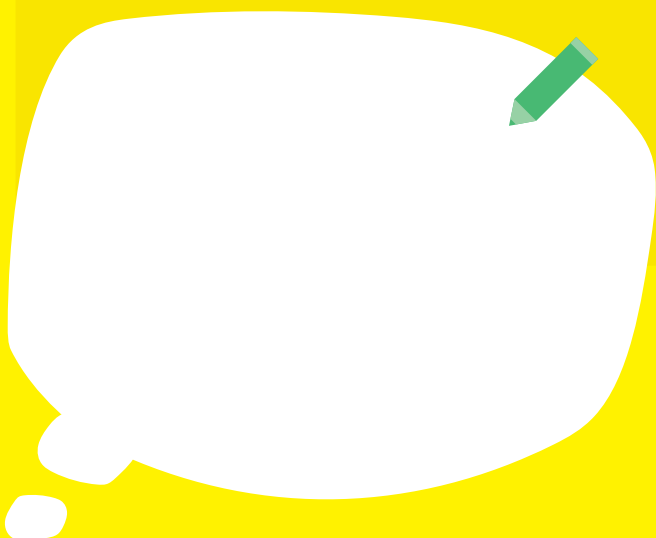
How did I do it?

What did I do if different from my plan?



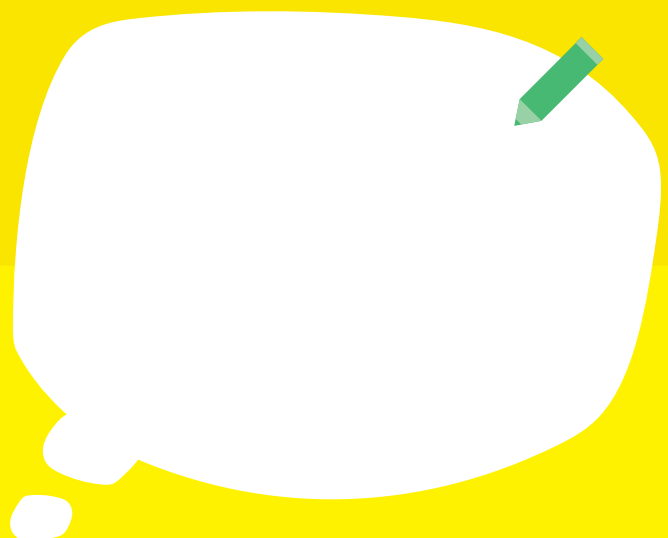
## Act

Given what I have learnt, what will I try next?



## Study

How did it go and what did I learn?



# Plan, Do, Study, Act

Your scenario

Date

/ /



## Plan

What one thing do I want to try?

A large white rounded rectangular box with a green pencil icon in the top right corner, intended for writing the plan.

## Do

How did I do it?

What did I do if different from my plan?

A large white rounded rectangular box with a green pencil icon in the top right corner, intended for writing the do phase.

## Act

Given what I have learnt, what will I try next?

A large white rounded rectangular box with a green pencil icon in the top right corner, intended for writing the act phase.

## Study

How did it go and what did I learn?

A large white rounded rectangular box with a green pencil icon in the top right corner, intended for writing the study phase.



**Me first**

**[mefirst.org.uk](http://mefirst.org.uk)**