Whether you know it or not, process improvement is already a part of your everyday life. With all of the process improvement models and methodologies available it can be a daunting task to pick just the “right one.” Consider using the PDCA process improvement model. It is simple and effective:

1. **PLAN**
   Identify a problem within an existing process, define the desired results you would like to achieve, and outline a plan to address the problem.

2. **DO**
   Implement the change you identified in the planning phase.

3. **CHECK**
   Gather your data and assess whether the revised process has been effective in achieving your desired results.

4. **ACT**
   Make adjustments to your process based on the data you gathered during the “Check” phase. Often

Process improvement is an ongoing effort. The PDCA process improvement model is quick, easy to use, and cyclical...making it a perfect starting point for any process improvement initiative.

**CALL TO ACTION:**
Identify a process within your area. Consider developing a plan to improve the process and put the PDCA model into action.

**KEEP ON LEARNING**
- Read the article, [Plan-Do-Check-Act](#).
- Read the book, Lean Lexicon 5th Edition
- Watch this [video](#) by Dr. Rich