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# Attachment D: Plan, Do, Study, Act (PDSA) Planning Form & Tracker

**Culture of Continuous Learning Project: A Breakthrough Series Collaborative for Improving Child Care and Head Start Quality**

The purpose of the information collection is to help teams identify and track the specific small changes they choose to examine from the broader set of empirically-based practices they are implementing. The form allows them to keep track of the lessons learned from each PDSA cycle. These forms enable teams to monitor how their changes align with the specific goals of participating in the BSC. Guidance for utilizing this form is described in more detail in person at the Learning Sessions. The Study Team will conduct secondary analysis of the PDSA Trackers for each Core BSC Team to answer questions about active participation in the BSC and describe the types of activities addressed in the BSC focused on improving SEL.

This information is planned to be used to further the proper performance of the functions of the agency by assessing the extent to which child care and Head Start teachers actively engage in data use and monitoring to inform continuous quality improvement.

Public reporting burden for this collection of information is estimated to average 15 minutes per response. This collection of information is voluntary and all responses collected will be kept private to the extent permitted by law.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-XXXX and the expiration date is XX/XX/XXXX.

