



## Modified A<sub>3</sub> Tool

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The **Modified A<sub>3</sub> Tool** is a tool designed for quality improvement and managing change. It can help groups frame their work together, uncover perspectives, find root causes, and establish measures of success for the changes they want to make. The tool is meant to be used longitudinally to track change over time.

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**Step 1: Assess the current condition**

**Step 2: Consider root causes**

**Step 3: Identify potential measures of progress**

**Step 4: Develop an action plan**

**Step 5: Reflect on results**

### USING THE TOOL

The Modified A<sub>3</sub> tool has application across many of the nine needs assessment steps. It will be most useful for assessment and planning around a specific, well-framed area, project, or program. This tool works best with a manageable group size (10-15 individuals) convening in a series of meetings over time.

To use the tool:

- Convene a diverse group of stakeholders around a specific focus area, project, or program.
- Discuss the "Current Condition" or the way things are now. If necessary, develop plans for understanding more about the present situation.
- Talk about the "Root Causes" of the key elements in the "Current Condition" box.
- Draft specific measures of success for a change process in your focus area, project, or program.
- Design an action plan capturing how you will make progress toward your goal. Consider barriers or competing commitments.
- Over time, return to your measures to monitor progress.