

AI TOOL USE GUIDANCE FOR CLINICAL STAFF

A starting template for SRH clinics. Adapt the bracketed sections to your organization and review with clinical leadership before distributing.

AT A GLANCE

Version	1.0
Audience	Clinical Staff
Review	Quarterly
Owner	[Director]

01 · CONTEXT

Why this guidance exists

Free AI tools built for clinicians — ChatGPT for Clinicians, Doximity GPT, OpenEvidence — are now widely available to anyone with an NPI number. Many of you are already using them. This is not about stopping you; it's about making sure the ways we use these tools protect our patients and the care they receive.

02 · PRACTICAL GUIDELINES

What to use these tools for, and what to hold off on

✓ YES · USE FOR	✗ NOT YET · HOLD OFF
<ul style="list-style-type: none"> Searching medical literature & clinical concepts in the abstract Continuing education & drug information lookups Drafting reusable templates & patient education with no patient-specific info General clinical questions not tied to a specific patient on our schedule 	<ul style="list-style-type: none"> Drafting letters or notes with a specific patient's details Summarizing real patient charts or visit notes Pasting anything that could identify a patient — initials, DOB, case numbers, clinical details Running through real cases with the tool

For patient-specific work, continue using [your EHR / established systems] until organizational guidance is finalized.

03 · IF YOU'VE ALREADY BEEN USING THESE TOOLS

Forward progress, not blame

We are not asking you to panic, delete accounts, or feel bad about how you've been working. These tools are genuinely helpful and the landscape has changed faster than any of us could track. Starting now, shift patient-specific work back into our established systems. If you have concerns about anything you've already done, come talk with [clinical director name] directly and confidentially.

05 · QUESTIONS

A live conversation, not a set of rules

Bring them to [name and contact]. If something in our workflow is pushing you toward these tools, we want to know — that's information we need to fix the underlying problem.

THE ONE THING TO REMEMBER

HIPAA-compliant does not mean private. A Business Associate Agreement makes a vendor legally accountable for HIPAA's rules. It does not make patient data disappear.

Everything typed into these tools creates a record on the vendor's servers — reachable through subpoenas. Deleting a conversation does not erase the record.

This matters especially for SRH: the federal rule that would have added extra protection for reproductive health data was struck down in June 2025. Baseline rules apply again.

04 · APPROVED TOOLS

Approved for use at [Clinic Name]

TOOL	STATUS
ChatGPT for Clinicians	[Permitted / Not]
Doximity GPT	[Permitted / Not]
OpenEvidence	[Permitted / Not]
[Other tool]	[Permitted / Not]

Clinical leadership reviews this list quarterly. To add a tool, talk with [clinical director name] first.