Companion Checklist

EVALUATION OF AN AI-ENABLED CLINICAL OR ADMINISTRATIVE TOOL

Are there clinical professionals on the leadership team?

☐ Yes

☐ No

Does the tool fit your practice needs related to:

☐ Functionality

☐ Integration in workflow

☐ Compatible with existing technology used (e.g., EHR)

☐ Cost Effective

☐ Demo or free trial offered

☐ Tech Support

☐ Other

Is there clinical evidence to support the tool's safety and effectiveness?

☐ Yes, the tool is FDA-cleared

☐ Yes, the company has conducted a randomized controlled trial

☐ Yes, the company has conducted a real-world effectiveness study

☐ No, but the company references external research to support the underlying mechanism of the tool (e.g., research on the effectiveness of CBT for the treatment of a particular mental health condition)

☐ No, there is no research to date

☐ Not applicable (e.g., the tool is purely an administrative tool and does not have a clinical intervention function)

Does the company attest that the tool is HIPAA compliant and/or is compliant with applicable data privacy laws and regulations in the jurisdiction in which you practice?

☐ Yes (Explain: _____

_____

_____

_____

_____)

☐ No

Does the company provide a business associate agreement (BAA)?

☐ Yes

☐ No

Does the company encrypt personal / user data?

☐ Yes

☐ No

Does the company have any additional technology related certifications?

☐ Yes (HITRUST, SOC 2, Other _____

_____)

☐ No

What personal data does the company collect [please note that depending on the type of tool and its function, the company may collect data about you (e.g., the provider / clinical organization) and also may collect client / patient data]?

☐ Name

☐ Email

☐ IP address

☐ Location data

☐ Personal Health Information (e.g., client demographic data, insurance information, diagnosis, etc.)

☐ Other: _____

_____

Does the company share data with third parties (e.g., for marketing or research purposes)? If yes, can the user opt-out?

☐ Yes (Explain: _____

_____)

☐ No

Does the company sell data. If so, is it properly de-identified?

☐ Yes (Explain: _____

_____)

☐ No

If the tool uses AI, is user data and/or your company data used to train the underlying AI model?

☐ Yes

☐ No

☐ N/A – Product / service doesn't use AI

Does the company allow a user to delete, correct, and/or amend data?

☐ Yes

☐ No

How long is data retained? _____

Where is data stored?

☐ Cloud-based storage

☐ Physical servers (Located in: _____

_____)

☐ Other: _____

_____

Does the tool provide guidance regarding obtaining patient informed consent or a sample consent form, and/or require provider attestation that informed consent has been obtained prior to using the tool?

☐ Yes (Explain: _____

_____)

☐ No

This "Companion Checklist: Evaluation of an AI-Enabled Clinical or Administrative Tool" is provided by the American Psychological Association (APA) as a preliminary guide for psychologists considering the integration of clinical tools utilizing artificial intelligence into their practice. It is intended to serve as a starting point for evaluation and is not exhaustive. Users are encouraged to apply their own professional judgment and seek additional resources and guidance as needed, including legal consultation to ensure compliance with applicable laws and regulations. The APA does not endorse any specific AI tools and assumes no responsibility for the outcomes of their use. Always ensure compliance with relevant ethical guidelines and legal requirements.