Title: **Use of Generative Artificial Intelligence (AI) Tools**	
Relevant LCME Element(s): 3.5: Learning Environment/Professionalism	Last approved: **12/4/2024**

I. PURPOSE

The purpose of this policy is to outline acceptable student use of generative artificial intelligence (AI) tools. Many assignments in medical school are designed such that the *process* of completing the work is as important as the final *product*, if not more so. This is particularly true of writing assignments, which can clarify thinking, promote the development of reflective practice, and foster critical reasoning and analysis skills that are foundational to the practice of medicine.

This policy addresses the use of generative AI and large language models to author original work products required by Feinberg. It does not address the use of common tools that utilize AI such as spelling and grammar checkers or reference managers.

II. PERSONS AFFECTED:

Medical students and Faculty

III. POLICY AND PROCEDURE STATEMENT

Medical students may not utilize generative AI and other language models as a substitute for their own knowledge acquisition, analysis, and self-reflection.

1. Required assignments for submission must be authored by students directly unless specific permission is given to utilize generative AI. To do so represents plagiarism or the misrepresentation of the source of academic work, which is against the Enforcement of University and Feinberg Behavioral Standards Policy.

2. Students may not create H&P or patient care notes using artificial intelligence applications outside of those supported by the EHR (e.g., dot phrases, Smart Phrases, other system-generated text). As described in each clerkship orientation, this may be grounds for failing a clerkship. **Protected health information should never otherwise be used within a generative AI tool.**

3. Students may only upload Feinberg curricular materials (including but not limited to lecture slides, learning guides, and written feedback) into systems protected by Northwestern University IT, which requires logging in with Northwestern credentials. Protected systems include Microsoft's large language model chatbot, Copilot in Bing. Students may not input Feinberg curricular material into publicly available generative AI tools without the approval of Feinberg leadership or content authors in advance. Students must also ensure that the use of these tools does not violate copyright or intellectual property laws.

4. Students may be asked to use certain AI technologies for specific assignments. In doing so, they must carefully follow the instructional guidance of faculty in the use of these tools. Students are responsible for any inaccuracies or misinformation resulting from the use of these tools.

5. When submitting scholarly work for publication or presentation, students must adhere to generative AI policies set forth by journals and organizations and disclose when and how these tools have been used.

IV. <u>**REVISION HISTORY:**</u>

12/4/2024: Added that curricular materials may be uploaded into Copilot in Bing using NetID and password.

9/6/2023: Clarified that the use of spelling and grammar checkers and reference managers is acceptable; specified that using PHI in a generative AI tool outside of the EHR is prohibited; removed requirement that generative AI is always attributed.

V. <u>**APPROVING BODY:**</u>

Curriculum Committee