

# The CLINIC Guard Method™

CLINIC Guard Workbench — Free Starter Worksheet

## Responsible AI Use-Case Charter

A one-page charter that defines a single AI use case, its boundaries, and the decisions AI may not make.

Organization: \_\_\_\_\_

Date: \_\_\_\_\_

### 1. Use case

What the tool will do \_\_\_\_\_

Who will use it \_\_\_\_\_

Expected benefit \_\_\_\_\_

### 2. Boundaries

Permitted uses \_\_\_\_\_

Prohibited uses \_\_\_\_\_

Decisions AI is NOT allowed to make \_\_\_\_\_

### 3. Data

Data the tool may receive \_\_\_\_\_

Data that must never be entered \_\_\_\_\_

Who may access the tool \_\_\_\_\_

### 4. Human oversight

Who reviews output before it is used \_\_\_\_\_

When work must be escalated to a person \_\_\_\_\_

How issues are reported and logged \_\_\_\_\_

### 5. Measurement

How we will know it is working \_\_\_\_\_

Baseline numbers before launch \_\_\_\_\_

Review date \_\_\_\_\_

Named owner: \_\_\_\_\_

Signature: \_\_\_\_\_

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This charter is an educational planning aid. It is not legal, clinical, HIPAA, cybersecurity, or compliance-certification advice. Consult qualified professionals for guidance specific to your organization.