Acceptable Use of Generative Artificial/Augmented Intelligence (AI) Applications Policy

Policy Statement and Purpose

Generative artificial/augmented intelligence (AI) technology is rapidly evolving. With the rapidly changing landscape offered by this technology and the potential implications for its use, the Virginia Commonwealth University School of Medicine has developed a policy to clearly articulate the acceptable uses of AI applications by students. The VCU SOM curriculum is designed to promote the development of critical thinking and reasoning skills, and cultivate an understanding of the process of reflective practice. As such, the process of completing assignments, activities, and other typical endeavors experienced by medical students, is an important component of the holistic growth of individual learners. This policy addresses the use of generative AI applications to execute the completion of assignments and other activities, and identifies acceptable practices regarding the use of such tools.

Stakeholders

The faculty, staff, and students of the VCU School of Medicine are responsible for knowing this standard operating procedure, its contents, and provisions.

Definitions

VCU SOM: Virginia Commonwealth University School of Medicine.

Generative Artificial/Augmented Intelligence Applications (AI Tools): Refers to applications that can generate high-quality content—including text, images, audio, and other content—for users. These AI Tools include, but are not limited to: ChatGPT, Bard, Bing Chat, ChatSonic, Claude, Dall-E 2, Firefly, Jasper.ai, Alphacode, Copilot, Cohere Generate, etc. In this setting, AI Tools do not include use of systems to check grammar and syntax, or predictive text applications.

Assignments: Assignments include any activity or task assigned as part of the medical school curriculum.

VIP: Professionalism Values in Practice System. The VIP will review all instances in which students fail to comply with the acceptable use of AI Tools as outlined in this policy and route these occurrences to all appropriate individuals, offices, or bodies as determined based on the systematic approach detailed in the Professionalism Policy.

Plagiarism: Plagiarism is defined by the VCU Honor System & Standards of Academic Conduct as "falsely claiming ownership or misrepresenting the origins of work submitted for publication or an assignment. In other words, plagiarism occurs when an individual takes credit for work that is not their own without appropriate acknowledgement of the creator. Plagiarism can include the uncited use of someone else's

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words, ideas, facts, opinions, theories, illustrations, tables, figures, text images, source code, and/or intellectual work, even if the material is located in the public domain and can be freely shared."

Responsibilities

Students: Students are responsible for adhering to the acceptable uses of AI Tools for completion of assignments and related activities for the entirety of their medical school enrollment. Students are also responsible for recognizing the limitations and risks associated with the use of AI Tools, including potential bias, lack of contextual understanding, potential plagiarism and breaches of ethical and academic integrity, inappropriate language, generation of inaccurate and/or erroneous information, etc. Engaging in the acceptable use of AI Tools as outlined in this policy does not absolve students of their responsibility to comply with parallel processes and related policies.

Course/Clerkship Director: The Course/Clerkship Director is responsible for clearly articulating to students when the use of AI Tools is acceptable to aid in the completion of an assignment.

VIP: The Professionalism VIP system is responsible for determining the severity of professionalism concerns and/or commendations and categorizing these concerns utilizing a systematic approach in order to best support student growth in demonstrating professional values and behaviors.

Procedures

Use of AI Tools for Assignments

- Completion of assignments is intended to demonstrate a student's capacity for critical reflection, acquisition and understanding of content, and/or synthesis and application of knowledge. As such, assignments for submission must represent the original work of the individual learner submitting the assignment
    - Use of AI Tools to supplement completion of an assignment is only allowed in instances where the course/clerkship director gives express permission to engage the use of AI Tools in completion of the assignment
        - Students who engage in the acceptable use of AI Tools are still responsible for all content submitted as part of an assignment, including any inaccurate, biased, offensive, or unethical content generated by an AI Tool
        - Students must appropriately cite content generated from an AI Tool when using the information to complete an assignment
            - Failure to properly cite content generated from an AI Tool used in an assignment may constitute plagiarism

Use of AI Tools for Other Activities

Copyright, Intellectual Property, Privacy, and Other Considerations

Scholarly Activity and/or Publication

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- When submitting scholarly work for publication or presentation, students must adhere to all policies and standards for acceptable use of AI Tools set forth by the specific journals and/or organizations associated with the scholarly activity/publication, and disclose when and how AI Tools have been used

Study Materials

- While the use of AI Tools to generate study materials, such as the creation of question banks and possible answers, is considered acceptable use, students may not enter any course materials, presentation slides, or institutional exam questions into an AI Tool
  - Engaging in such activity may violate copyright and/or intellectual property rights, and may be considered a violation of the VCU Student Code of Conduct, and/or the VCU Honor System & Standards of Academic Conduct

Electronic Health Record (EHR)

- Students may not create history and physical (H&P) or patient care notes using AI Tools outside of those supported by the EHR (e.g., dot phrases, Smart Phrases, other system-generated text)
- Protected health information for a patient should never be entered into an AI Tool

Misuse of AI Tools

- Students who do not comply with the established standards of acceptable use of AI Tools will be subject to review by one or more of the following individuals, groups, and/or committees, including, but not limited to:
  - Course/Clerkship Director
  - Office of Medical Education
  - Professionalism Values in Practice System (VIP)
  - VCU Honor Council
  - VCU Chief Information Officer
- The respective individual, group(s), and/or committee(s) will review the specific misuse concern and determine what adverse action(s), if any, will be applied

Related Policies

VCU Honor System and Standards of Academic Conduct
VCU Student Code of Conduct
Professionalism Policy
VCU Computer and Network Resources Use Policy

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Review Cycle and Revision History ——————————————————— ————

The policy is reviewed and may be revised by the Curriculum Council as necessary, but at least every three years.

Current Approved Version: 06.13.2024

Previously Approved Versions: N/A

Applicable Laws, Regulations & Standards ————————————— ————

LCME Standards for Accreditation of Medical Education Programs Leading to the MD Degree:

- LCME Standard 3, Element 5