

Consent for Recording with AI Automated Notetaker

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Consent for Use of Artificial Intelligence (AI) Tools in Your Therapy Services

At The Psychology Lab (TPL), we are committed to providing you with the highest quality care. To support efficient practice management and enhance clinical services, we use certain artificial intelligence (AI) tools within our HIPAA-compliant electronic medical record (EMR) system. This consent explains how AI tools may be used in your treatment and outlines your rights and protections.

Our EMR includes an integrated AI system called **Note Taker**. Most staff who use AI will use this system. Some therapists may use a different HIPAA-compliant AI tool; if so, they will notify you directly.

Simple Practice provides additional information about Note Taker within its platform.

How We Use AI Tools

AI tools are used **only for administrative and supplementary support tasks** under the direct supervision of your therapist. They do **not** provide therapy, make independent clinical decisions, or interact with you.

AI may be used for the following purposes, but not limited to:

- Assisting your therapist in drafting and organizing session notes
- Managing appointment scheduling and sending reminders
- Processing billing and insurance claims
- Analyzing data to identify therapy trends and track progress (always reviewed by your therapist)
- Analyzing business information and generating operational reports
- Identifying and organizing external resources or referrals

How We DO NOT Use AI Tools

TPL does **not** use AI to:

- Make independent therapeutic decisions or diagnoses
- Communicate with you directly or provide therapeutic advice
- Generate treatment recommendations without licensed provider review and approval
- Detect, interpret, or analyze your emotions or mental state

Consent for Session Transcription (If Applicable)

To support accurate documentation, your therapist may use **Note Taker**, an AI tool within Simple Practice, to transcribe sessions and generate a draft progress note.

- Note Taker is part of our HIPAA-compliant EMR system.
- Some clinicians may use an alternative HIPAA-compliant AI note-taking tool.
- You may ask your provider which system they use at any time.

Your Rights and Confidentiality

All information processed by AI tools is treated as part of your confidential health record and protected under HIPAA.

Simple Practice & Note Taker Security

- Simple Practice and Note Taker are HIPAA-compliant and HITRUST certified.
- Audio recordings created by Note Taker are **deleted immediately** once a note is signed off.
- Transcripts are retained **only until the progress note is signed and locked**.
- Transcripts remain confidential, secure, and accessible only to your therapist for verifying documentation accuracy.
- They are **never** used for any other purpose.

Other AI Systems Used by Clinicians

Your clinician may use an AI tool to temporarily record sessions or input generic information to generate progress notes.

- Recordings used for note generation are **automatically deleted** after the note is finalized.
- AI systems used for PHI must be HIPAA-compliant.
- You are encouraged to ask your provider for clarification about the system they use, as they may use a system outside of Note Taker.

Purpose of AI Use

Using AI allows your therapist to remain fully present during sessions without needing to pause for note-taking or rely on memory afterward. This supports accuracy, efficiency, and high-quality care.

Security Audits

Any AI software used with PHI is HIPAA-compliant and undergoes regular internal and external audits to ensure ongoing data privacy and security.

AI & EMR Disclaimer for Clients

TPL uses secure, HIPAA-compliant EMR systems for scheduling, documentation, and communication. You may receive automated reminders or updates through this system.

Providers may use HIPAA-compliant AI tools to support documentation, resource development, and communication. These tools enhance clarity and efficiency and **never** replace clinical judgment.

Please Note:

- AI tools are not used to make clinical decisions, diagnose, or determine treatment without provider oversight.
- PHI is never shared with non-compliant or unsecured platforms.
- All AI-assisted documentation is reviewed and approved by licensed providers.
- Temporary recordings or transcripts are deleted once the provider completes and signs the session note.

AZBBHE Compliance Considerations

In alignment with Arizona Board of Behavioral Health Examiners requirements:

- Providers must ensure all AI-assisted documentation meets ethical, legal, and professional standards.
- AI tools cannot independently generate diagnostic impressions, treatment plans, or clinical recommendations.
- Providers must maintain transparency with clients regarding AI use.
- AI use must uphold confidentiality and preserve the therapeutic relationship.

Right to Revoke Consent

Your consent is voluntary. You may withdraw consent at any time by notifying your therapist in writing. Revoking consent will **not** affect your ability to receive therapy services or the quality of your documentation.

Client Acknowledgment and Consent

By signing below, I confirm that:

- I have read and understood this form.

- I have had the opportunity to ask questions about the use of AI tools in my treatment.
- I understand that declining AI use will **not** negatively impact the quality of my clinical documentation.

*** Consent for Use of Artificial Intelligence (AI) Tools in Your Therapy Services**

- ☐ I voluntarily agree to the use of AI tools for the purposes described above.
- ☐ I do NOT agree to the use of AI tools

*** I understand and agree to my therapist using an AI tool for and during sessions.**
