

AI Disclosure Notice

Wording your practice can put on its own website, in its privacy policy, and in an intake pack. Telling clients that AI is involved in their care is an obligation, not a courtesy.

How to use this. Copy the block that fits, change the bracketed parts, and delete anything that does not describe what you actually do. Accuracy matters more than completeness here: a notice that overstates your practice is worse than a short one that is true.

1. Short notice, for a website footer or a waiting room card

This practice uses AI assisted documentation. During your appointment, your clinician may use software that transcribes the conversation and drafts the clinical note. Your clinician reads, corrects and approves every note. No clinical decision is made by software. You can ask your clinician not to use it, at any time, and your care will be no different.

2. Privacy policy section

AI assisted clinical documentation

[Practice name] uses AI assisted documentation software to help prepare clinical notes. Where you have agreed to it, the conversation during your appointment is transcribed and a draft note is produced for your clinician, who reviews, edits and approves it before it becomes part of your record.

Your health information is handled in line with the Australian Privacy Principles and is stored [state where, for example: in Australia] by our software provider, [provider name], acting as our service provider. It is encrypted in transit and at rest. It is not sold and it is not used for advertising. [State your position on transcripts, for example: transcripts are deleted once the note is approved / transcripts are retained for X.]

Software does not make clinical decisions. Your clinician remains responsible for your assessment, your diagnosis and your treatment.

You may decline AI assisted documentation at any time, including part way through an appointment, without any effect on your care. To do so, tell your clinician or contact us at [email].

3. Line for an intake form

Do you agree to your clinician using AI assisted documentation during your appointments? Yes / No / I would like to discuss it first

You can change this answer at any time.

4. Sentence to say out loud, first session

Before we start, I want to mention how I write my notes. I use software that transcribes our conversation and drafts the note, then I check and correct it myself. It means I can listen to you instead of typing. Nothing is

saved until I have approved it, and if you would rather I did not use it, I will write my notes the usual way. How would you like me to do it?

Say this

- What the software does, in one sentence.
- That a human approves every note.
- Where the information is held.
- That declining changes nothing about their care.
- How to change their mind later.

Avoid this

- Naming certifications your practice does not hold.
- Promising deletion timeframes you have not confirmed with your provider.
- Saying data is anonymous when it is identifiable.
- Burying the disclosure inside a long terms document only.
- Describing software as making clinical judgements.

Where it needs to appear

- Privacy policy on your website.
- Intake pack or new client form.
- Said out loud in the first session.
- Consent record on the client's file.
- Waiting room, if you see walk ins.

This is a starting point, not legal advice. Your practice is responsible for the accuracy of its own privacy notices, and for confirming the storage and retention claims it makes on behalf of any provider it uses. Ecko Health, v1.0, August 2026.