

My AI Therapy Toolkit: Ethical Use & Time-Saving Map

1. AI Tool Tracker

Tool Name	How I Use It	Privacy Risk	Compliance Level	Use Frequency

2. My Top AI Tools

- The AI tools that save me the most time:
.....
.....
- I feel confident using them ethically because:
.....
.....
- One thing I still need to research is:
.....
.....

3. Ethical Safeguards Checklist

- ☐ I reviewed the tool's privacy policy
- ☐ I do not input any client-identifying info
- ☐ I have informed clients if needed
- ☐ I am aware of local legal/privacy compliance
- ☐ I store all records securely outside the AI tool

4. Client Communication Plan

- How do I explain my use of AI tools to clients?

.....

.....

- What boundaries do I set when using tech tools?

.....

.....

- What do I include in my consent forms?

.....

.....

5. Ethical AI Use Case Ideas

- Generate psychoeducational handouts
- Brainstorm self-care or grounding exercises
- Summarize clinical training material
- Plan supervision reflections

6. Professional Ethics Reminder

If I use AI tools, I ensure they align with:

- My licensing board's standards
- My professional code of ethics (APA, ACA, BACP, etc.)
- My client's privacy expectations and informed consent

7. Reflective Prompts

- How do I balance tech tools with presence in session?

.....

.....

- Am I relying on AI to help me reflect... or to avoid reflection?

.....

.....

Prefer a screen-free solution? Try the Jots and Tally Therapist Notebook - structured, professional, and always present.

[Order on Amazon](#) ->
