

Full Translation (English)

Guidelines for the Responsible Use of Artificial Intelligence (AI)

For exclusive use by Colih members

November 27, 2025

Introduction

This document aims to help Colih members understand the benefits and risks of using Artificial Intelligence (AI) tools in Colih-related activities.

2. Introduction. Artificial intelligence (AI) is a technology capable of performing complex tasks that previously required significant manual effort. When used correctly, AI can support Colih activities. Some tools include: Apple Intelligence (Apple), Copilot (Windows), Gemini (Android), ChatGPT, DeepSeek, and NotebookLM (web).

3. Benefits. Some of the activities in which AI can help Colih members include:

- Translating and summarizing medical articles
- Obtaining information about diseases and treatments
- Preparing and reviewing texts, such as letters and invitations
- Researching names, prices, and active ingredients of medications

4. Risks and precautions. It is essential to take care when using AI:

4.1. Entering confidential data into AI tools may result in data leaks and violations of privacy laws. For this reason, only non-confidential data should be used with public AI tools. The appendix lists the content authorized for use with AI.

4.2. AI may generate incorrect content, invent data, or use outdated information—yet present it convincingly. Always verify AI's answers before using the information in cases.

5. How to use AI. The instructions given to AI in chat format are called prompts. The better the prompt, the better the quality of the response. A good prompt should be clear and specific, describing what you want and how you want it. Include context, for example by attaching a document with the content or explaining why you need the information and how it will be used. For complex queries, you may ask AI to request additional questions to clarify doubts. If the initial result does not hit the mark, provide additional instructions to refine the response.

6. Prompt examples.

The prompts below are examples of well-written instructions that can serve as templates for other needs:

- List online pharmacies that sell erythropoietin 10,000 IU and sort by lowest price. Limit to a maximum of 10 recent results that deliver to Belo Horizonte.
- I'm writing a letter to a hospital director. Review the attached text for spelling, grammar, punctuation, accents, and verbal and nominal agreement; correct it if necessary and reduce it to fit on one page. Maintain a professional and polite tone.

- Using only the attached file as the research source and without inventing anything, select 3 medical articles that deal with bioethics to give to a doctor regarding informed consent in adults. Suggest points in each article that I can use, summarizing them in Portuguese. List the most relevant articles first. (Example attachment: chc-2)
- Based only on the attachment, without inventing anything, what strategies and articles can be indicated to the doctor for the treatment of postpartum hemorrhage caused by uterine atony? Indicate the relevant section of the document and the PMIDs of the cited articles. (Example attachment: chg)
- I am a Colih representative and will visit a trauma surgeon to highlight bloodless surgery. Summarize the attached medical article with the 3 main points I can use in the conversation to reassure the doctor about the safety of surgery without blood use. Do not invent—use only the information provided.

7. Important reminders. When using AI, remember:

- Use reliable, well-known tools and always through official channels.
- Never enter confidential information, such as documents for elders or patient data—only approved documents.
- Verify the answer provided, confirm whether cited sources exist, and ensure they are updated.
- Keep AI in the right place: it can support Colih’s work but does not replace training or prayer (Proverbs 16:3).

Appendix: Documents Authorized for Use with AI

The list below indicates which documents are approved for AI use by Colih members. In general, member-restricted instructions should not be used with AI.

Document – Examples

Selected References – chc 1–23

Clinical Strategies... – cha, chg, chi, chh

Presentation folder inserts – abt, ret, ebm, hln

Publicly available documents – medical articles, content on jw.org/medical, WHO documents, RENAME, etc.

Documents – Treatments available in SUS and PBM information – hub.jw.org > Medical Information

Documents – Summaries of medical articles – hub.jw.org > Medical Information

Presentation resources – hlc-38, hlc-39, videos on jw.org/medical