A Healthcare Guide to "AI Management Essentials (AIME)"

Adapted from the UK's Department for Science, Innovation and Technology, "AI Management Essentials" (AIME)[1] offers organizations practical guidance on responsible AI management, with a focus on risk, compliance and ethics. Based on frameworks like ISO/IEC 42001, the NIST Risk Management Framework and the EU AI Act, AIME provides a governance baseline that enhances interoperability and is consistent with global standards such as the OECD's G7 Reporting Framework.

Self-Assessment Questions for Healthcare

This healthcare-specific checklist, adapted from the **AIME Tool Self-Assessment**, helps organizations assess AI management maturity and gaps in data governance, model validation and monitoring. Aligned with HIPAA and GDPR, AIME supports ethical AI practices, guiding organizations toward recognized best practices.

While Aidoc did not draft these questions, we've added context on why each category has significance in healthcare and organized them in a streamlined format to encourage sharing and industry engagement.

Explore the **full document** for detailed strategies and best practices.

Aidoc makes no ownership claim over the material presented in this document. This guide been adapted from a publicly available resource to serve as a reference supporting best practices for responsible and secure AI adoption.

AI System Record

Self-Assessment, pg. 8

Maintaining a comprehensive AI system record is essential for tracking and managing systems throughout their lifecycle, especially as AI applications can impact patient outcomes. An accessible record supports accountability, performance audits, compliance checks and traceability for updates or incidents.

Do you maintain a record of the AI systems your organization develops and uses?	Yes	No	
What proportion of AI systems are documented in your record?	All	Most	Some
Is there an established process for adding new systems to your AI record?	Yes	No	

AI Policy

Self-Assessment, pg. 9

A robust AI policy helps ensure that AI applications align with patient safety, privacy and ethical standards. Regular policy reviews help healthcare organizations stay current with evolving regulations (e.g., HIPAA, GDPR).

Does your organization have an AI policy?	Yes	No	
Does your AI policy guide users in evaluating AI for specific tasks?	Yes	No	
How frequently is your AI policy reviewed and updated?	Twice a year or more	Once a year	Less than once a year

Fairness

Self-Assessment, pg. 10

Ensuring fairness in AI systems is crucial for maintaining trust and preventing biases that may lead to unequal healthcare access. Regular monitoring supports equitable care and patient trust.

Do you develop or use AI systems that directly impact individuals?	Yes	No	
Do you have mechanisms for detecting or identifying unfair outcomes in these AI systems?	Yes, for all	Yes, for some	Not for any
Do you monitor AI systems for fairness over time and take steps to mitigate unfairness?	Yes, for all	Yes, for some	Not for any

Impact Assessment

Self-Assessment, pg. 12

Impact assessments allow hospitals to understand how AI might influence patient outcomes and identify potential legal and public trust risks. This proactive approach helps in managing potential adverse effects.

Do you have an impact assessment process to identify how AI systems might affect the following areas?	Legal position or life opportunities of individuals	Yes	No
	Physical or psychological well-being of individuals	Yes	No
	Societies and the environment	Yes	No
Do you document the potential impacts of your AI systems?	Yes, for all	Yes, for some	Not for any
Do you communicate the potential impacts of your AI systems to users or patients?	Yes, for all	Yes, for some	Not for any

Risk Assessment

Self-Assessment, pg. 13

AI systems in healthcare must operate within strict safety parameters. Regular risk assessments help identify, prioritize and mitigate risks to ensure patient safety and system reliability.

Do you conduct risk assessments for the AI systems your organization develops and uses?	Yes, for all	Yes, for some	Not for any
Do you monitor all AI systems for general errors and failures to ensure they perform as expected?	Yes	No	
Do you have processes in place for responding to or repairing system failures?	Yes, for all	Yes, for some	Not for any

A Healthcare Guide to "AI Management Essentials (AIME)"

Data Management

Self-Assessment, pg. 15

With sensitive patient data involved, proper data management – including documentation and quality control – is essential to ensure healthcare AI system reliability and patient confidentiality.

Do you document data provenance and collection processes for AI development?	Yes, for all	Yes, for some	Not for any
Are datasets used for AI development complete and representative?	Yes, for all	Yes, for some	Not for any
Do you have written contracts with third parties that process personal data on your behalf?	Yes, always	Yes, sometimes	No

Bias Mitigation

Self-Assessment, pg. 17

Mitigating bias in healthcare data is critical to equitable treatment. Hospitals must assess AI training data for bias and conduct regular audits to support regulatory compliance.

Do you mitigate foreseeable harmful or unfair bias related to training data?	Yes, for all	Yes, for some	Not for any
If using third-party AI services or pretrained systems, do you have records of the data used to train them?	Yes, for all	Yes, for some	Not for any
Do you ensure compliance with bias mitigation regulations?	Yes	No	

A Healthcare Guide to
"AI Management Essentials (AIME)"

Data Protection

Patient data protection protocols reduce unauthorized access risks. Data Protection Impact Assessments (DPIAs) support proactive management of data-related risks in high-stakes AI applications.

Do you implement security measures to protect data used or generated by AI systems?	Yes	No
Do you complete DPIAs for high-risk personal data usage?	Yes	No
Are AI systems and their data protected from third-party interference?	Yes	No

Issue Reporting

Transparent reporting channels for AI-related issues, with confidentiality options, promote honest feedback and support continuous improvement of AI systems in healthcare.

Do you have mechanisms for employees, users and third-parties to report AI system failures?	Yes	No
Do you offer reporters options for anonymity or confidentiality?	Yes	No
Do you document all reported concerns and results of subsequent investigations?	Yes	No

A Healthcare Guide to
"AI Management Essentials (AIME)"

Third-Party Communication

Self-Assessment, pg. 21

Clear communication with third-parties ensures all stakeholders understand AI's impact on patient care and compliance requirements. Both technical and non-technical documentation facilitates safe, effective use of AI.

	Yes, for all	Yes, for some	Not for any
Have you determined what technical documentation is required by stakeholders?	Yes, for all	Yes, for some	Not for any
Do you provide technical documentation to stakeholders in an appropriate format?	Yes, for all	Yes, for some	Not for any
Do you provide non-technical information to users and other relevant parties?	Yes, for all	Yes, for some	Not for any

Explore More AI Governance Resources

On-demand Webinars

"Regulating the Future: A Deep Dive into Healthcare AI Governance," features healthcare and legal experts from Deloitte Consulting, American College of Cardiology and Epstein Becker Green, explaining potential approaches to governance and essential considerations.

ACCESS

Resource Guides

The "5 Essential Areas of Alignment for Governing Clinical AI Partnerships" identifies key collaboration points with AI developers, while the "Clinical AI Readiness Assessment" helps evaluate healthy system readiness for scalable and secure AI, highlighting strengths and areas for improvement.

VIEW RESOURCES

AI Learning Center

The path from "what if" to "what's next" requires careful planning. It's why we've curated a "Governance" section within our AI Learning Center to provide insights on security considerations and regulatory updates to guide your journey.

EXPLORE MORE

aidoc

Reference

1 Department for Science, Innovation and Technology. (2024). AI Management Essentials – Consultation Document (DRAFT). In AI Management Essentials – Public Consultation.
https://assets.publishing.service.gov.uk media/672a5706094e4 e60c466d19f/AI_Management_Essentials_tool_Self-Assessment.pdf