

 The College of Naturopaths of Ontario	Policy Type GOVERNANCE PROCESS	COUNCIL POLICIES
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The Council is committed to maintaining the privacy of its registrants and the public and ensuring compliance with the confidentiality provisions set out in section 36 of the Regulated Health Professions Act, 1991. This policy therefore establishes principles governing the responsible, ethical, and secure use of artificial intelligence (AI) tools by Council and Committee members in the execution of their governance and regulatory duties.

Definitions Artificial Intelligence (AI) Means any software system or tool that uses data, algorithms, or machine learning to generate content, insights, analysis, or decisions (e.g., generative AI platforms, predictive analytics tools, automated summarization systems).

Confidential information Means any information obtained by or for the College for use in the administration of the *Regulated Health Professions Act, 1991*, the *Naturopathy Act, 2007* or the regulations made under those statutes.

- Accordingly,
1. It is the fiduciary duty of Council and Committee members to protect confidentiality, maintain integrity in decision-making, and ensure compliance with legal and regulatory obligations. As such, use of AI will be undertaken with extreme care and caution.
 2. Council and Committee members remain fully responsible for decisions made, including regulatory and governance related decisions, regardless of AI involvement.
 3. When engaging in activities on behalf of the College, Council and Committee members shall never:
 - a) Input or upload confidential or proprietary information of the College to AI, including but not necessarily limited to Council materials, strategic plans, financial data, complaint information, investigation files, registration applications, personal information, personal health information, legal advice, privileged documents and confidential information.
 - b) Delegate decision-making authority to AI or rely on AI to make regulatory decisions, including but not limited to determining complaint outcomes, recommending discipline sanctions, assessing witness credibility, and registration decisions.
 - c) Use AI in a manner that could misrepresent authorship or accountability,
 - d) Rely solely on AI-generated content for governance decisions without independent judgement.

DATE APPROVED	DATE LAST REVISED
September 30, 2026	

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4. Council and Committee members may use AI in the following ways, provided they do so with the understanding that outputs must be reviewed by the College¹ prior to use for accuracy, bias and relevance:
 - a) Drafting notes or reports provided they do not include the use of confidential or personal information.
 - b) Conducting preliminary research or trend analysis provided such materials are properly referenced and can subsequently be accessed by the College.
 - c) Preparing questions for management or auditors provided the input or uploading of financial information of the College has not been required.
 - d) Enhancing their own understanding of complex topics.
- 5 AI shall not “attend” meetings through automated agents and shall not be used to generate summaries, recordings or a record of a meeting, including the taking and finalizing of meeting minutes.
- 6 Whenever AI has been used in accordance with this policy, its use shall be disclosed to the Council, Committee members and staff of the College either through notations on any written documents or in Committee/Council discussions where it shall be noted in the minutes.

¹ Materials are submitted to the Manager responsible who will engage the Executive team as needed.

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