



AI Tool Usage at PSOM

Microsoft Copilot	Grammarly	ChatGPT Edu	Public AI Tools
Must Login via Penn Account	Requires Penn Purchased Account	Requires Penn Purchased Account	Not supported by Penn
PHI, FERPA, Research, Proprietary Data	PHI, FERPA, Research, Proprietary Data	FERPA, Research, Proprietary Data	Non-protected, non-proprietary data only
		No PHI	No PHI, FERPA, Research, Proprietary Data

DO NOT USE Public AI Tools (ChatGPT, Gemini, Claude, Open Evidence, etc) for any PHI, FERPA, research or proprietary data

Avoid entering identifiable information (names, MRNs, etc) when not specifically needed to complete the task

PHI = Protected Health Information, FERPA = Family Educational Rights & Privacy Act (Learner Data)

Grammarly and ChatGPT Edu require paid subscriptions through PSOM for use with protected data.

Only Grammarly subscriptions purchased through Penn are approved for PHI, Learner (FERPA), Research, and proprietary data. Private Grammarly accounts, even if you used your Penn Medicine email to purchase, are NOT compliant. For information about how to request access or for help getting started with Grammarly or ChatGPT, please visit [the PMACS AI website](#). UPHS employees are not eligible for Grammarly or ChatGPT Edu licenses.

Microsoft Copilot Chat/M365 Copilot are the **only** Penn approved generative AI-based chatbot tools that can be broadly used for PHI, learner data, research data and Penn proprietary content when signed in with a Penn account/credentials.

DO NOT USE any public AI tools (ex: ChatGPT, Gemini, Claude, Perplexity, Open Evidence, etc.) or any tool claiming “HIPAA compliance” but has not institutionally vetted for any proprietary, research, FERPA, or HIPAA protected data. For example:

- Uploading or pasting student records, assignments, assessments, grades, comments, remediation notes, CVs or identifiable student work into any external/unapproved tool is expressly **PROHIBITED** in public AI tools.
- Uploading or pasting PSOM course materials (slides, cases, assessments, OSCE checklists, exam items, facilitator guides) into any external/unapproved tool is expressly **PROHIBITED**.