



MEDICAL  
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INNSBRUCK

# Guidelines of the Medical University of Innsbruck on the Use of Academic AI

## Orientation Framework for Responsible Use

*This guideline was inspired by the orientation framework for the responsible use of uniGPT at the University of Graz and the usage guidelines at the Leopold-Franzens University of Innsbruck.*

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# 1 Scope of application

This orientation framework applies to all users of Academic AI at the Medical University of Innsbruck.

## 2 Implementation Responsibility

Responsibility for implementing the guidelines lies with the individual employees of the Medical University.

The prerequisite for using Academic AI is the completion of the compulsory module "[Basic Knowledge of Artificial Intelligence](https://moodle.i-med.ac.at/course/view.php?id=4987)" (<https://moodle.i-med.ac.at/course/view.php?id=4987>) in accordance with Art 4 EU AI Act.

In addition, it is recommended to attend a training course on AI before using Academic AI. There are several offers from the Medical University of Innsbruck for this purpose, which you can find under [https://www.i-med.ac.at/it/dl/kuenstliche\\_intelligenz.html](https://www.i-med.ac.at/it/dl/kuenstliche_intelligenz.html).

This document provides a basis for the ethically appropriate and legally compliant use of this new digital tool.

Academic AI uses language models from OpenAI or other providers to respond to prompts (text inputs) in natural language and to analyze documents.

## 3 Was unterscheidet Academic AI von ChatGPT?

Academic AI differs from ChatGPT as we know it from the internet in two important aspects.

1. Data entered into Academic AI is not used to train AI models from OpenAI or Microsoft
2. All data entered into Academic AI (unless otherwise marked for specific functions such as internet search) is processed in the EU, which means that ChatGPT is used in a secure environment. This means that the prompts and completions (= responses from Academic AI):
  - are not available to other OpenAI customers
  - are not available to OpenAI itself,
  - not be used to improve OpenAI's models,
  - not be used to improve Microsoft or third-party products or services, and
  - are not used to automatically improve Azure OpenAI models.

A 'conversation' (i.e. a chat) with Academic AI includes both inputs and outputs. It is important to note that, within one conversation, Academic AI takes into account information entered previously in the ongoing chat. Academic AI chats are private and cannot be viewed by other users. **Please note that this does not apply to certain functions (e.g. internet search or image generation) and models (e.g. Mistral), and in these cases corresponding personal or confidential data may not be entered.**

## 4 What are the goals for using Academic AI?

Our common goal is to constantly improve the quality and efficiency of work at the Medical University of Innsbruck. Generative AI can be helpful if we use it to simplify and optimize appropriate tasks.

The Medical University of Innsbruck strives to support its employees in the further development of their digital skills. Academic AI provides a safe environment to learn, try out, and use generative AI.

## 5 What do I need to pay attention to when using Academic AI?

There are a few things you need to consider when using Academic AI. This includes the ethically responsible use of the digital tool as well as the observance of copyright and data protection regulations and the implementation of good scientific practice (see "[Good Scientific Practice](#)"). The guideline for dealing with AI systems in teaching and examinations at the Medical University of Innsbruck can be found here: <https://www.i-med.ac.at/mitteilungsblatt/2023/41.pdf>).

Academic AI is based on different language models such as ChatGPT from OpenAI. These models were trained with huge amounts of data from the Internet. Since the Internet contains a lot of problematic content in addition to high-quality information (e.g. fake news in social media, discriminatory and stereotyping posts in forums, etc.), this content can also appear in the responses of generative AI models. Here are some things to keep in mind when using Academic AI:

### Responsibility

The most important basic principle in the use of Academic AI is the individual responsibility of each and every one of us. It is important that we use this new digital tool wisely. Especially in view of the considerable resource consumption of AI tools, every query should be checked to see whether the use of Academic AI is necessary or whether a query to a classic search engine is sufficient.

### Critical reflection

Ethically responsible handling of academic AI means that we deal with the possibilities, limits and problems of generative AI. It is important to note that AI-generated content can, for example, be based on sources that are copyrighted, based on false information, violate moral principles, social norms, laws, or other generally accepted behaviors. This means that we must always critically review the content generated by Academic AI and never reuse it thoughtlessly. Ethically responsible use of Academic AI also means that we think carefully about which requests we make to Academic AI and what content we instruct it to generate.

### Copyright

In terms of copyright, Academic AI users must check whether copyrighted content can be processed using an AI tool such as Academic AI (e.g., when uploading a document). The legal situation regarding the copyright protection of AI results has not yet been definitively clarified and must be examined on a case-by-case basis. No intellectual property rights can be acquired on the output itself, as e.g. under the Copyright Act. Publishers and authors can exclude the use of their published content for AI tools!

## Data protection / confidentiality

Academic AI was explicitly developed for data protection-compliant processing. This means that (personal) data entered into Academic AI will not be used for the training of AI models by OpenAI and all (personal) data entered will be processed in the EU, unless otherwise stated on the platform.

Personal data of third parties may only be entered into Academic AI if this is absolutely necessary, if data protection principles are observed, and if the entry is covered by a legal basis.

**Data categories according to Art. 9 GDPR (sensitive data) may not be processed in Academic AI under any circumstances.**

This includes personal data relating to (1) cultural and ethnic origin, (2) political opinions, (3) religious or philosophical beliefs or trade union membership, (4) genetic and biometric data to uniquely identify a natural person, (5) health data or (6) data relating to a natural person's sex life or sexual orientation.

When using Academic AI, the confidentiality obligation must be observed. This means that confidentiality must be maintained about all internal matters or circumstances that have become known through the activities at the Medical University of Innsbruck and in the secrecy of which the university has an interest.

## Labelling/Transparency

In order to do justice to transparency, it is advisable to label AI-generated content as such or cite it appropriately when publishing. In the research context, this is essential to ensure good scientific practice.

According to the [guideline for the use of AI systems in teaching and examinations](#) at the Medical University of Innsbruck, the designation in the example of Academic AI could be used as follows:

*"In writing this paper, I used Academic AI (version) to [reason]. The responsibility for the content lies with the author."*

The version number of Academic AI can be found next to the "Log Out" button in the bottom left menu.

## 6 No decision-making through AI

Academic AI doesn't make decisions.

Academic AI does not speak for the Medical University of Innsbruck.

In addition to these basic principles, it is also important that AI **should not be used in the university environment to make decisions**. The use of Academic AI for calculations and decisions relevant to personnel law is excluded. In general, it is important to ensure that Academic AI is not used for prohibited practices within the meaning of [Art. 5 EU AI Act](#). It should also be noted that Academic AI expenses do not necessarily reflect the opinion of the university and its affiliates. Academic AI's answers are simply characters (text or images) that are created using machine learning methods (to put it simply: probability calculations). It is therefore important that you always critically review the results of Academic AI obtained through your input before reusing it.



**Transparency note:** *The translation of these Guidelines was supported by the Translator module of Academic AI (v. 2.04).*

**Editor's note:** *This orientation framework is a "living document". This means that the university is constantly striving to further develop these basic rules in dealing with Academic AI. Just as AI technologies, associated legal frameworks, and ethical standards continue to evolve, this framework is also being adapted to new insights, practices, and requirements. We invite you to actively participate in the further development of this document. Feel free to write to us at [digitales.lehren@i-med.ac.at](mailto:digitales.lehren@i-med.ac.at)*