

Responsible AI Framework

A leadership framework for adopting AI in ways that are useful, accountable, transparent, fair, secure, and sustainable.

Audience	Leadership teams, strategic planners, ethics committees, and governance owners
Best used for	Planning, staff discussion, policy development, and responsible AI adoption decisions.
Full guide	Available from this resource page as a public download.

What is inside

- Responsible AI principles
- Risk and bias review prompts
- Stakeholder engagement guidance
- Implementation roadmap
- Quarterly review scorecard

Sample guidance

This preview includes representative guidance from the full resource. Customize any templates or examples for your organization before adopting them.

1. Define who is accountable for each AI use case.

Why it matters: responsible AI works best when staff have clear boundaries, practical examples, and a defined human review step.

2. Explain AI-assisted decisions in plain language when people are affected.

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3. Review risks regularly as tools, vendors, and workflows change.

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Public-use note

Do not paste confidential client, resident, employee, health, financial, legal, or protected operational information into public AI tools. Use approved systems and written data-handling rules for sensitive work.

Next steps

- Download the full guide from the resource page.
- Review the examples with leadership or the team that owns the workflow.
- Identify one low-risk process to pilot first.
- Create or update policy language before expanding use.
- Book a consultation if you want help tailoring this to your organization.

Need help applying this?

Visit aiimpactmaine.com/contact to schedule a conversation with AI Impact Maine.