**Policy on using Large Language Model (LLM)
or similar technologies in written assignments of specialist trainees**

The Academy recognizes the rapid development of Large Language Model (LLM) or similar technologies (e.g. ChatGPT) and acknowledges the potentials and limitations of using such *generative AI tools* in providing information and ideas to assist trainees to complete written assignments for examination or assessment purposes, including but not limited to coursework / theses / case reports / research dissertations etc.

Trainees and Academy Colleges shall observe the following principles and guidelines with respect to the application of generative AI tools in the preparation and the assessment of written assignments:

1. Trainees are responsible for ensuring that their own submitted works are of sufficient originality. Only works which are of sufficient originality will be accepted. Contents which are produced solely or substantially by the generative AI tools do not satisfy this criterion for the purpose of submission for thesis or dissertation that would lead to a fulfilment of requirement for intermediate or exit qualification.

2. Output from generative AI tools should be critically appraised and verified by the trainee regarding its accuracy and authenticity, and should only be used, if at all, to guide or assist the preparation of written assignment. When applying such materials in preparing a written assignment, trainees are required to supplement, where appropriate, knowledge and information drawn from recognised academic resources, and to provide relevant discussions (e.g., alternative views or arguments etc.).

3. Trainees must disclose and acknowledge the use of any output from generative AI tools and the way that such output has been used when preparing a written assignment.

4. Academic honesty and integrity should be upheld without compromise. Improper use of generative AI tools may lead to disciplinary actions or other consequences as determined by the Academy and relevant Colleges.

5. Trainees are required to follow respective College's relevant policy / guidelines in using generative AI tools as appropriate, and to consult the relevant training supervisors whenever in doubt.

6. Colleges shall introduce, as soon as practicable, additional modalities of assessment (e.g., viva voce / oral presentation) so as to assess the trainee's own understanding of and contributions to the content of a written assignment, and also to offer trainees the opportunity to explain and justify the application of generative AI tools, if any and in any ways, when preparing the written assignment.

7. Colleges are advised to consider replacing assessment methods which are vulnerable to the misuse of generative AI tools with those which are educationally more robust as a matter of accountability.

8. Colleges are required to disseminate this policy to trainees when appropriate and to investigate questionable use of such technologies with due diligence.

Approved by EC on 11 July 2023
Endorsed by Council on 20 July 2023