

ACEP AI Use & Citation Guidelines for Presenters

Required for All Conference Sessions

Why This Matters

To maintain ACEP's multiple board accreditations and uphold the integrity of our field, all presenters must follow APA citation requirements for the use of generative AI in Continuing Education (CE) materials and all other ACEP presentations.

AI may support your work—but **it may not replace your authorship, clinical insight, or professional responsibility.**

1: Did You Use Generative AI?

✓ If YES — You must:

- Disclose how AI was used
- Cite it properly (see below)
- Verify all content for accuracy

✓ If NO — You must:

- Confirm all content is fully your own
- Ensure no AI-generated material is included

2: What Is Allowed (APA-Aligned)

✓ Acceptable Uses (Support Only)

- Outlining or structuring content
- Editing for clarity, grammar, or readability
- Brainstorming examples or explanatory language

✗ Not Allowed

- Using AI to generate core teaching content
- Presenting AI-generated ideas as your own clinical insight
- Including fabricated or unverifiable citations
- Using AI outputs without review and validation

Key Principle: AI may assist—but may not compose your CE program.

3: Required APA Citation for AI Use

APA considers generative AI to be **software that must be cited**.

A. Reference List / Bibliography Slide

Format:

Author. (Year). *Tool Name (Version)* [Description]. URL

- Author: Company (e.g., OpenAI, Google, Anthropic)
- Year: Year content was generated
- Title: Model name in italics
- Description: e.g., [Large language model] or [Generative AI chat]
- URL: Link to tool or transcript

Example:

OpenAI. (2025). *ChatGPT-4o* [Large language model]. <https://chatgpt.com/>

B. In-Text Citation (On Slides Where AI Content Appears)

Format:

(Author, Year)

Example:

Stretching before exercise can improve flexibility and circulation (OpenAI, 2025)

C. AI-Generated Images (Required if Used)

If you use AI-generated images (e.g., Midjourney, DALL·E):

- Clearly state the image was AI-generated
- Name the tool used
- Include the prompt (in caption if possible)
- Cite the creator (company) as author

4: Required Disclosure

You must clearly indicate:

- **How** AI was used
- **When** it was used (e.g., outlining, editing)
- **Extent** of use (e.g., minor support)

Include this:

- In your CE application
- In your presentation materials (as appropriate)

5: Accuracy & Verification (Critical)

You are responsible for ensuring:

- All references are real and verifiable
- All claims are accurate and evidence-informed
- No fabricated or AI-generated false content is included

Submissions with false or non-existent citations will be automatically denied. PLEASE VERIFY ALL CITATIONS.

6: Retain Documentation

You may be asked to provide:

- AI prompts
- Generated outputs
- Draft materials

Please retain these until your program is complete.

Presenter Attestation

By submitting your materials, you confirm that:

- Your content is accurate, original, and within your scope of practice
- Any AI use has been fully disclosed and properly cited
- All AI-assisted content has been reviewed and validated by you
- You accept full responsibility for all content presented
- Your submission complies with APA and ACEP AI policies

APA Continuing Education Requirement (Verbatim Guidance)

- Generative AI tools may be used in CE program development but **may not compose the program**
- The **unique creative contributions and experiential insights of human experts are essential**
- AI use must be **fully disclosed**, including how, when, and to what extent it was used
- Sponsors must be able to provide **complete AI-generated content upon request**
- Inclusion of **non-existent or inaccurate citations will result in automatic denial**

ACEP Guiding Principle

In a field grounded in human connection and transformation,
AI must remain a tool in service of wisdom—not a substitute for it.