



**Artificial Intelligence in Health Library & Information Services
-Community of Practice (AI HLIS CoP)
- ALIA Health Libraries Australia
Terms of Reference**

1. Purpose

The purpose of this community of practice is to bring together health library and information practitioners involved in the service development, implementation, navigation, training, responsible and ethical use of generative artificial intelligence (AI) in the health library and information sector (HLIS) within Australia. The community will provide a platform for sharing knowledge, concerns, best practices, and resources related to artificial intelligence policies, standards, programs, and tools used by health libraries.

2. Objectives

The objective of this community of practice is to:

- 2.1. Foster collaboration and knowledge sharing among practitioners interested and involved in AI.
- 2.2. Cultivate a forum of current awareness and AI fluency to develop and enhance library and information practitioners' collective skill sets.
- 2.3. Promote the ethical and responsible use of AI in our hospital and associated healthcare services.
- 2.4. Identify and discuss challenges related to library and information service development, implementation, information literacy, data authenticity and training of generative AI tools to assist with evidence-based practices.
- 2.5. Share best practices and resources related to AI information tools.
- 2.6. Build a knowledge base on best practices, initiatives, tools, and resources that enable responsible deployment of AI within our hospital and associated healthcare services.
- 2.7. Provide a platform for discussion, debate and problem solving with regards to AI in HLIS.

3. Reporting

- 3.1. Report on discussed AIT topics and challenges to (at least one) HLA Lunch PD session as a presentation and guided discussion.
- 3.2. Key initiatives or formal information events can be considered for *HLA Alerts* or other news services.

4. Membership

- 4.1. Membership in this community of practice is voluntary and open to all ALIA members and non-members who share an interest in this emerging and ubiquitous information technology. This includes, but is not limited to librarians, library technicians, library students, researchers, data scientists, ICT (Information & Communication Technologists) working in the HLIS space.
Refer to Appendix 1: List of Core members (regular active participants)
- 4.2. Secretariat and Convenor
 - 4.2.1. Secretariat/Coordinator - supported by ALIA HLA National Manager
 - 4.2.2. Convenor/s – elected by agreement of the community with idea to rotate each 12 – 24 months. CoP may have more than one convenor representing topic of expertise / interest.



4.3. Conflict of interest

- 4.3.1. Members should declare any potential conflict or commercial interest at any meeting if it relates specifically to a tool, service, or issue under consideration.

4.4. Confidentiality

- 4.4.1. Unless otherwise indicated, matters presented and/or discussed at meetings are not considered to be confidential. Members acknowledge their responsibility to maintain confidentiality of all information not in the public domain. Members are free to circulate non-confidential documentation to heighten awareness and/or canvass feedback.

5. Meeting frequency

- 5.1. Meetings to be held triennially (three times a year) or more regularly as required.
- 5.2. Terms of reference to be reviewed annually; amendments agreed by community.

6. Meeting notes & repository

- 6.1. Meeting agenda and minutes (including attendance) will be collated by Secretary and distributed for approval to attendees.
- 6.2. Minutes will be deposited in the ALIA HLA Groups documents archive.

7. Commitment to sustainability and leadership development

- 7.1. ALIA HLA is committed to leadership development and sustainability of the group. This is carried out by our adoption of a responsible approach to the way that we lead, stopping to think about the wider impact of our actions on society and the environment within the social determinants of health framework.

8. Relationships

- 8.1. The Group will work collaboratively with ALIA National Office and other ALIA Sector Committees and Groups as required.

Version history

Drafted 1 Sept 2023; Ratified by ALIA HLA 10 Oct 2023



APPENDIX 1

Core Group	Name	Association	State/Traditional Lands
Convenor/s	Michele Gaca(temp)	ALIA HLA	VIC/Wurundjeri
Communications	Rob Penfold	ALIA HLA; Peninsula Health	VIC/Bunurong
LIANZA Communications	Peter Murgatroyd		New Zealand