

Monthly AI Health Check

Complete this check every month. If any box can't be checked, that's your action item for the week.

Month: _____ Reviewed by: _____ Date: _____

A Model Performance

- Spot-checked AI accuracy against human-verified samples this month
- Reviewed override rates — are they trending up? (If yes, investigate the model, not the users)
- Compared AI outcomes across regions/demographics for bias patterns
- Checked if any AI model confidence scores have dropped below thresholds

B Data & Vendors

- Verified all AI tools still comply with our data handling policy
- Checked if any AI vendor terms, policies, or sub-processors changed
- Confirmed no new AI tools were adopted by team members without review
- Reviewed data retention — are we storing anything longer than necessary?

C Operational Resilience

- Tested the manual fallback process — confirmed it still works without AI
- Verified the AI incident response / circuit breaker process is documented and current
- Confirmed the team knows who to contact and what to do if AI output seems wrong

D Team & Culture

- Asked the team: “Has anything felt off about the AI’s output lately?”
- Reviewed whether any reviewer is approving 100% of AI outputs (automation bias check)
- Confirmed new team members received AI safety onboarding before using tools

Notes & Action Items

Need help implementing these practices?

Eigen Logic offers customized AI safety training, vendor audits, and oversight system design. Visit eigenlogic.io or email elliott@eigenlogic.io