KITMAN LABS™

A PRACTICAL CHECKLIST

IS YOUR AI-BUILT TOOL READY FOR ATHLETE DATA?



Building a dashboard is quick. Keeping athlete records safe and reliable takes more work.

AI tools can help you build useful dashboards, forms, and reports. But when your team starts storing real athlete data, the tool needs to do more than look good.

This matters especially for medical information. Your organization still needs to meet the privacy and security rules that apply to the data it uses.

Which rules apply depends on where you operate and what kind of organization you are. In the UK and EU, health data is treated as special category data under GDPR, with extra conditions before it can be processed. In the US there is no single rule, and depending on the organization, HIPAA, state health privacy laws, or student records rules may apply. Confirm which applies to you before real athlete data goes into a new tool.

Use these questions before putting real athlete records into an AI-built tool. They will help you see what is ready and what still needs attention.

01 WHO CAN SEE AND CHANGE DATA?

- ☐ **Can you see who made each change and when?** Individual staff accounts make it easier to track changes.
- ☐ **Can you control what medical staff, performance staff, and coaches can see?** Not everyone needs access to medical notes.
- ☐ **Can you remove someone's access when they leave?** Check that old accounts and devices cannot still reach the data.

02 WHERE DOES THE DATA LIVE?

- ☐ **Is the information stored in a shared system or only on one device?** Know where the main record lives.
- ☐ **Is the data backed up, and can it be restored?** Make sure there is a plan if a device or service fails.
- ☐ **Does the organization own and manage the data, or does it depend on the person who built the tool?** Athlete records should not rely on one person.
- ☐ **Do you know how long records are kept and when they can be deleted?** Follow the rules that apply to your organization.
- ☐ **If an athlete asked for a copy of their data, or asked you to delete it, could you find all of it?** Include exports, copies in other tools, and anything pasted into an AI chat.

03 WHAT CAN AI ACCESS?

- ☐ **Do you know what athlete data the AI tool can access?** Your organization should approve that access.
- ☐ **What happens to data you share with the AI provider?** Check whether it is stored, logged, or used for model training.
- ☐ **Do you have an agreement with the AI or hosting provider covering athlete data?** A personal account or self-managed hosting usually means no such agreement is in place.
- ☐ **Could you use sample data instead?** Early tests usually do not need real athlete records.

04 IS THE DATA RELIABLE?

- ☐ **Does the tool check information as staff enter it?** Look for missing fields, incorrect dates, and duplicate athlete records.
- ☐ **Does everyone record the same information in the same way?** Clear fields and shared rules make reports more reliable.

05 ARE STAFF WORKING FROM THE SAME RECORD?

- ☐ **What happens if two people update the same athlete record?** Check that one person's work does not silently replace another's.
- ☐ **Can staff find one current record?** Avoid different copies of the same information circulating between teams.

06 WHO APPROVES MEDICAL DECISIONS AND RULES?

- ☐ **Can you control who changes an athlete's status?** Moving someone from modified to available should follow your team's approval process.
- ☐ **Has the right medical lead approved any rehab steps or risk alerts the tool suggests?** AI can help draft them, but staff must check them.

07 CAN THE TOOL KEEP WORKING SAFELY?

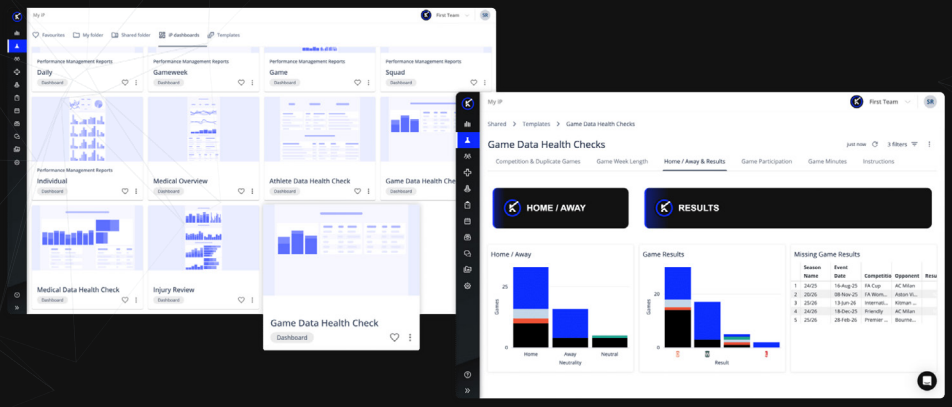
- ☐ **Can it connect to your other systems and bring in the right data?** Check that information matches the right athlete and session.
- ☐ **Does it meet your security and privacy requirements?** Check data protection, access controls, and records of changes.
- ☐ **Can someone else support the tool if its builder leaves?** Your team should know who maintains it and how.

WHAT DO YOUR ANSWERS TELL YOU?

You do not need a perfect score. But you do need to know which gaps could put athlete information or decisions at risk.

If someone questioned a decision later, could your team show the information it used, who changed it, and who approved the decision?

If not, your athlete records may need a more reliable home. AI tools can still help your team explore ideas and test new workflows, with the record and the reports staff rely on kept in one governed system.



If your team needs one reliable place to manage and report on athlete records, talk to our team to see how iP: Intelligence Platform can help.

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