AI Readiness Checklist for Healthcare

Assess your practice's readiness for AI

This comprehensive checklist helps healthcare practices evaluate their preparedness for AI implementation across technology, processes, team, data, and budget considerations.

AI Readiness Assessment

Instructions: Check each box that applies to your practice. Be honest in your assessment—this will help identify your starting point and priorities.

Technology Infrastructure
- ☐ We use a practice management system (Cliniko, Best Practice, Medical Director, etc.)
- ☐ Electronic health records are fully implemented and regularly updated
- ☐ Online booking system is available for patients
- ☐ After-hours phone system or answering service is in place

Process Optimization
- ☐ Appointment scheduling is a known bottleneck or time-consuming task
- ☐ Patient follow-up and recall processes are currently manual
- ☐ Billing and claims processing involves repetitive manual steps
- ☐ Wait time management and patient flow could be improved

Team & Culture
- ☐ Staff have expressed interest in or awareness of AI tools
- ☐ A change management champion has been identified within the team
- ☐ Budget for staff training and development is allocated
- ☐ IT support is available (internal or external) for new technology

Data Management
- ☐ Patient data is digitized and centrally stored
- ☐ Privacy Act compliance and data security measures are current
- ☐ Data backup and recovery systems are in place and tested
- ☐ Practice management system can integrate with third-party tools

Budget & Planning
- ☐ Monthly AI/technology budget range has been identified
- ☐ ROI timeline and success metrics have been defined
- ☐ Potential implementation partner or vendor has been researched
- ☐ Pilot project scope (single workflow or department) has been defined

Your Results & Next Steps

Scoring Guide: Count your checked boxes to determine your readiness level.

0-6 Checks: Early Stage

What this means: Your practice is in the early stages of digital transformation. AI implementation will require foundational technology and process improvements first.

Recommended next steps:

- Focus on digitizing patient records and core processes
- Implement a practice management system if not already in place

- Build staff awareness through education sessions
- Start with small automation wins (appointment reminders, recalls)

7-12 Checks: Developing

What this means: Your practice has some foundational elements in place and is ready to explore targeted AI solutions.

Recommended next steps:

- Identify 1-2 high-impact workflows for AI pilot projects
- Strengthen data quality and integration capabilities
- Allocate budget for phased AI implementation
- Consider AI phone receptionist or patient triage tools

13-17 Checks: Ready

What this means: Your practice is well-positioned for AI implementation with strong fundamentals in place.

Recommended next steps:

- Launch comprehensive AI phone system for after-hours and overflow
- Implement AI-powered patient engagement and follow-up
- Explore predictive analytics for appointment optimization
- Scale successful pilots across multiple workflows

18-20 Checks: Advanced

What this means: Your practice is an ideal candidate for advanced AI implementation across multiple workflows.

Recommended next steps:

- Implement enterprise-grade AI voice and communication systems
- Explore clinical decision support and diagnostic AI tools
- Build custom AI integrations for unique workflows
- Become an early adopter of emerging healthcare AI technologies

Ready to Take the Next Step?

Wherever you are on your AI journey, Yes AI can help you move forward with confidence. Our healthcare-specific AI solutions are designed to work with Australian practices like yours.

Book a Free 30-Minute Consultation

Discuss your checklist results • Explore solutions tailored to your practice • Get a custom implementation roadmap

Contact us: hello@yesai.au | (03) 9999 7398 | yesai.au