Curriculum Outline: "ChatGPT for Healthcare Providers – A 60-Minute Primer"

Audience

Mental health and healthcare professionals with no prior AI or ChatGPT experience.

Objectives

Topic	Details
Understand ChatGPT	How it works
Learn	Key terms and safety guidelines
See use cases	Healthcare
Ask questions	Explore live

Session Agenda (60 Minutes)

1. Welcome & Why This Matters (5 mins)

Section	Content
Quick intro	"What would you love to delegate if you could?"
1-slide overview	AI in healthcare (low hype, high practicality)

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2. What is ChatGPT? (5 mins)

- Plain-language explanation
- Not magic, not human, not perfect—but effective
- How it's trained and how it generates responses
- Different ChatGPT subscription plans:
    - Free
    - Plus
    - Team
    - Enterprise
    - Pro

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3. Key Definitions & Terminology (5 mins)

- GPT
- Large Language Model (LLM)
- Prompt
- Temperature
- Context window
- Custom GPTs/GPT Store

- Project Feature
- Temporary Chat

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4. Ethical Use in Healthcare (10 mins)

Do's & Don'ts for Safe Use
No PHI
Don't copy/paste charts or case notes with identifying information
Use it as a thought partner, not a decision-maker
Trust but verify ChatGPT outputs
Use separate chat to verify outputs
One real-world example: crafting a psychoeducation handout

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5. Use Case Walkthroughs (10 mins)

Quick demos or stories of each category:

Clinical

- Search peer reviewed literature to find connections to client/patient experiences

    - Integrate findings with client/patient experiences with appropriate citations

    - Aid in drafting differential diagnosis that integrates DSM, ICD, and peer-reviewed research with client/patient experience

- Analyze and visualize clinical data

    - Example, PHQ-9/GAD-7

- Draft client/patient materials

    - Draft a mindfulness script

    - Simplify therapeutic concepts (e.g., "CBT for sleep")

    - Guides on diagnosis or comorbid conditions

Administrative

- Draft a staff email

- Reword policy in friendly tone

- Track insurance accounts receivable via charts and visualizations

- Enhance advertising/marketing

    - Logo and info-graphic creation

- o   Engaging blog articles

- o   Social media marketing

- o   SEO optimization

Patient-Facing

- Turn clinic FAQs into plain language

- Translate discharge instructions into an appropriate reading level/free of jargon

- Draft clinical rationale and after assessment summaries that are easy for clients to understand

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6. Demo + Live Prompting Q&A (20–25 mins)

Step	Description
1	Start with 2 pre-written prompts (one good, one flawed)
2	Ask audience: "What do you want to try right now?"
3	Practice writing or improving prompts live

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7. Wrap-Up & Resources (2–5 mins)

Handouts
Prompting Quick Guide
Glossary
Ethical Use Checklist
Invite to follow-up lab or internal practice group

Possible Add-Ons

- 1-page takeaway with:

  - o   5 best prompts for mental health professionals

  - o   Safe use checklist

  - o   QR link to OpenAI or internal ChatGPT access

Notes:

Plan	Monthly Price	Model Access	Tools	Voice & Vision	Ideal For
Free	$0	GPT-3.5	None	✖	General public

Plan	Monthly Price	Model Access	Tools	Voice & Vision	Ideal For
Plus	$20	GPT-4-Turbo	✅	Basic voice/image	Professionals
Team	~$25–30/user	GPT-4-Turbo	✅	Team admin tools	Workgroups
Pro	$200	GPT-4o + o1	✅ Advanced tools	✅ Voice + Video + Sora	Researchers, AI pros
Enterprise	Custom	GPT-4o	✅	✅	Large orgs, secure/regulated env.

System Message – Defined Simply

A system message is a quiet "setup note" that tells ChatGPT who it should act like, how it should respond, or what its purpose is—before you ever type a prompt.

It's invisible in the regular ChatGPT chat interface, but it's always there in the background influencing how the AI behaves.

🔍 Where You See It

Context	Description
Custom GPTs	When you build your own GPT using OpenAI's builder, one of the first things you do is write a system message.
API	Developers use system messages to control tone, role, or behavior in apps powered by GPT.
ChatGPT (implicitly)	Even the standard assistant you chat with has a baked-in system message that tells it to be helpful, honest, and harmless.

🧠 Example System Messages

Goal	System Message Example
Clinical tone	"You are a mental health assistant trained to speak with compassion and clarity."
Educator tone	"You are a patient, non-judgmental tutor who explains concepts to beginners using simple language."
Creative writer	"You are a whimsical storyteller who writes like Dr. Seuss with rhymes and metaphors."

Goal	System Message Example
Data analyst	"You are an expert data scientist who explains technical findings to non-technical audiences."

✅ **Why It Matters in Healthcare Training**

For your audience:

- Understanding *that* this layer exists helps demystify how GPT can behave so differently depending on use.

- It also clarifies how custom GPTs are created to be safe, role-specific, and specialized (e.g., trauma-informed bots, documentation assistants, etc.)