

PDF 7: CERTIFIED AI COMPLIANCE OFFICER - WEEK 7 OF 7

CREATE IN 1 DAY | 7-WEEK ZERO-VIOLATION IMPLEMENTATION PROCESS



CALIFORNIA
CERTIFIED AI
COMPLIANCE
OFFICER™

AICAREAGENTS247
NONPROFIT
CORPORATION
EDUCATION BOARD™

THE CALIFORNIA
ASSOCIATION OF
AI COMPLIANCE
OFFICERS (CAAIC)™

AICAREAGENTS247
AI GOVERNANCE
RESEARCH™

#AICAREAGENTS247

The Guardian of the Mission



1. Legal Defense

Shielding against \$7,500 CPRA fines

3. Operational Continuity

Preventing unauthorized automation

2. Patient Trust

Protecting faith clinics and food bank constituents

4. Ethical Guardrails

Ensuring zero-bias deployment

We exist to protect California clinics, faith-based providers, and under-resourced nonprofits from AI and data-misuse risk, and we use this 7-PDF Survival Kit as our core toolbox.

Architecture of the Compliance Officer Role



Tech & Infrastructure

Managing Kill-Switches.
Overseeing Tampermonkey
scripts and local storage
consent flags.



Staff & Culture

Driving Training.
Ensuring 100% completion
of CPRA/HIPAA AI
certification modules.



Vendor Relations

Contract Enforcement.
Vetting new tools for PHI/PII
usage and decision-making
capabilities.



Leadership & Board

Executive Reporting.
Translating risk heatmaps
into actionable board
briefs.

Tactical Operations: Weekly Maintenance Cadence

Reactive, maintenance-focused duties to sustain the zero-violation perimeter.

- Verify active status of all 10 Website Consent Banners (CPRA §1798.185).
- Log and assess minor anomalous AI outputs or staff incident reports.
- Confirm Week 4 Kill-Switches are functional and unbypassed.
- Review pending tool requests against the 100pt scoring matrix.
- Ensure newly onboarded staff have initiated Week 5 Training.

Strategic Operations: Quarterly Systems Audits

Proactive, systemic evaluations to adapt to shifting CPRA/HIPAA landscapes.

[Month 3]

Complete Vendor Re-evaluation
(Re-scoring all active contracts for hidden PHI/PII exposure).

[Month 9]

Board Governance Briefing
(Presenting aggregate risk heatmaps and compliance posture to the Board of Directors).

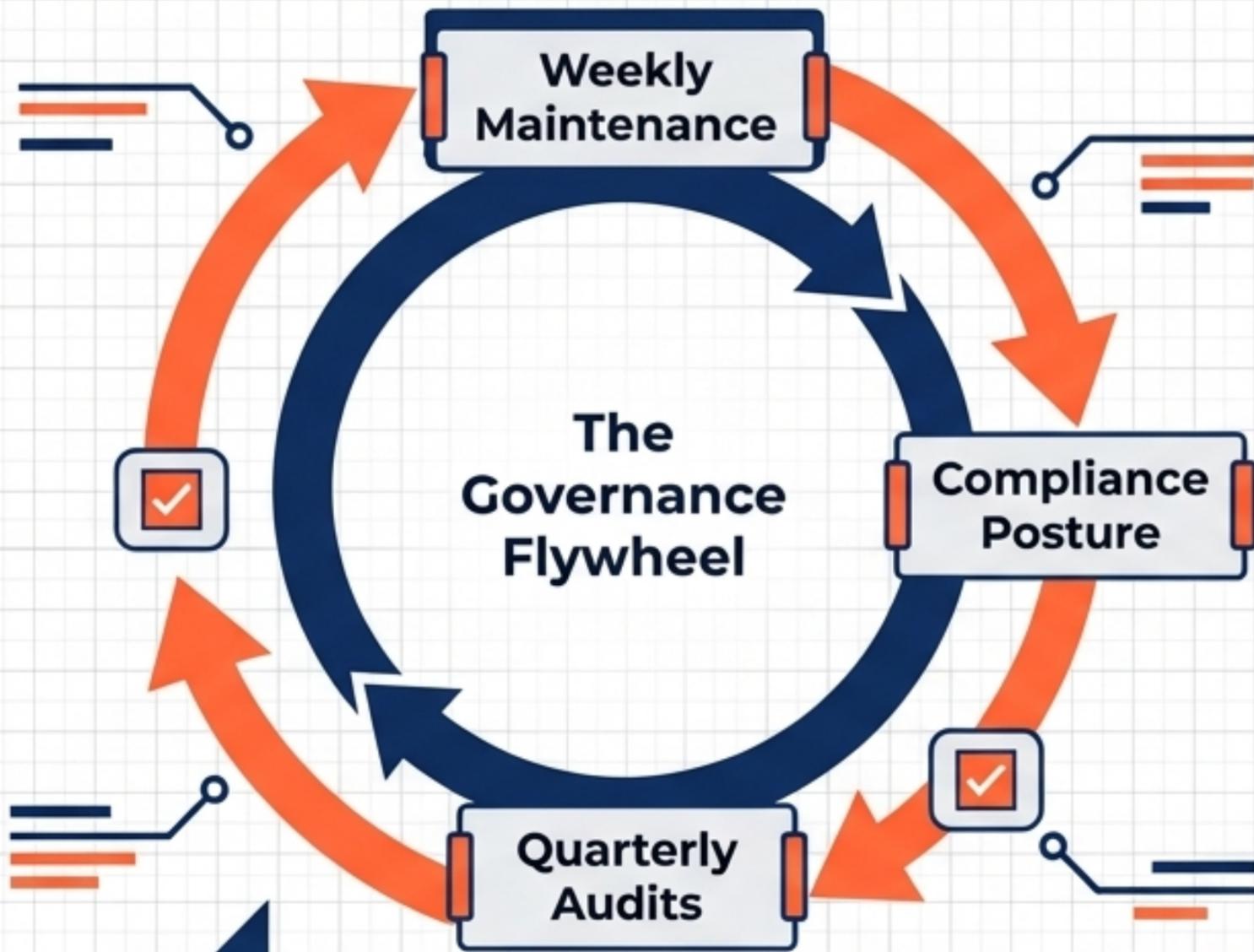
[Month 6]

Staff Knowledge Stress-Test
(Simulating a Week 6 Crisis Playbook incident to test response times).

[Month 12]

Annual Zero-Violation Re-Certification.

The Governance Flywheel



Tactical (Weekly)

Reactive.

Focus:

- Tool Logging,
- Banner Checking,
- Incident Logging.

- Goal:**
Maintain immediate baseline.

Strategic (Quarterly)

Proactive.

Focus:

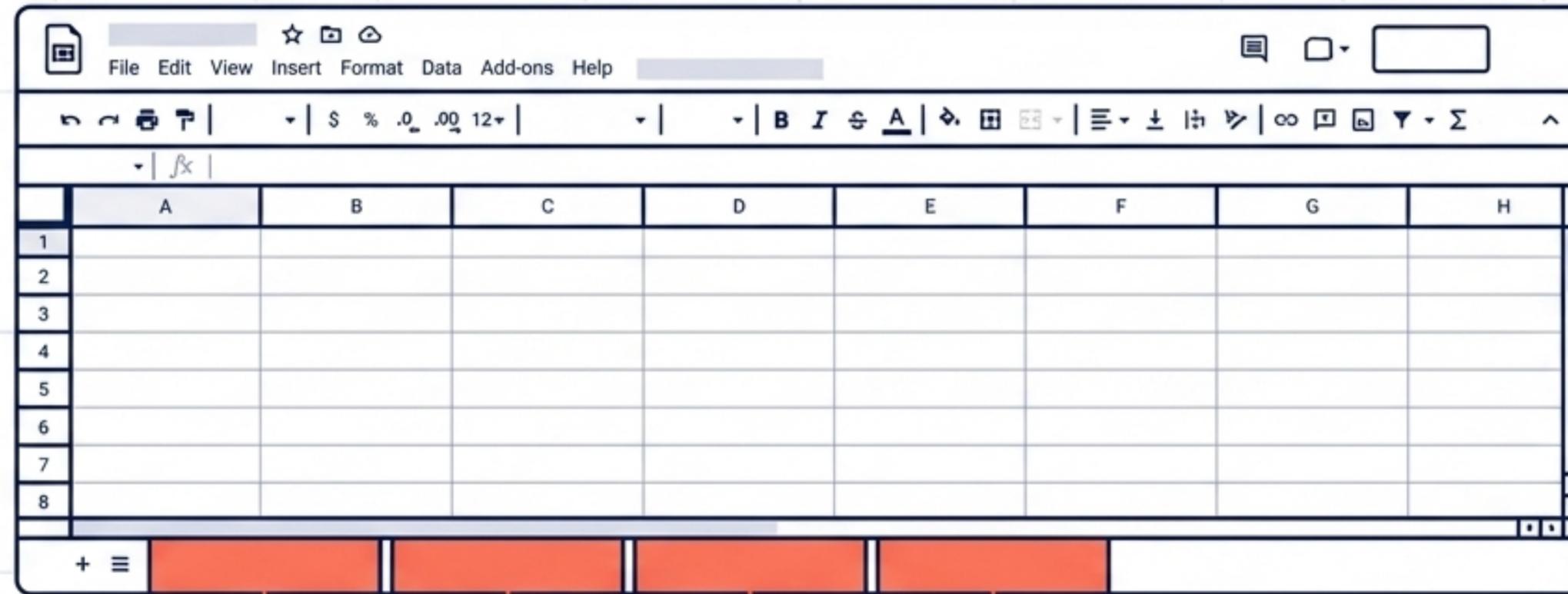
- Vendor Vetting,
- System Audits,
- Board Reporting.

- Goal:**
Elevate systemic defense.

**Tactical execution prevents daily breaches;
Strategic auditing prevents systemic failure.**

The Control Room: Master Governance Dashboard

Centralizing 6 weeks of isolated governance data into a single operational interface.



Tab 1:
AI Tool Inventory
(The Ledger)

Tab 2:
Risk Heatmap
(The Radar)

Tab 3:
Training Tracking
(The Shield)

Tab 4:
Incident Logging
(The Alarm)

Dashboard Tab 1: The Inventory Engine

| TOOL | VENDOR | PHI/PII? | PURPOSE | DECISIONS? | CONTRACT? |
|---------|--------|---|-------------|-----------------------------|-----------------------------|
| ChatGPT | OpenAI | <input checked="" type="checkbox"/> YES | Staff notes | <input type="checkbox"/> NO | <input type="checkbox"/> NO |
| | | | | | |
| | | | | | |
| | | | | | |



Every undocumented tool represents a potential \$7,500 CPRA fine. The Inventory Engine is your absolute source of truth.

Dashboard Tab 2: Threat Translation (Risk Heatmap)

Applying the 100pt scoring matrix (PHI=25pts, Decisions=30pts, No contract=20pts).

| TOOL | TOTAL SCORE | STATUS | ACTION |
|--------|-------------|--------|------------------------|
| Tool A | 85 | Red | Initiate Killswitch |
| Tool B | 50 | Yellow | Request Consent Banner |
| Tool C | 15 | Green | Monitor Weekly |

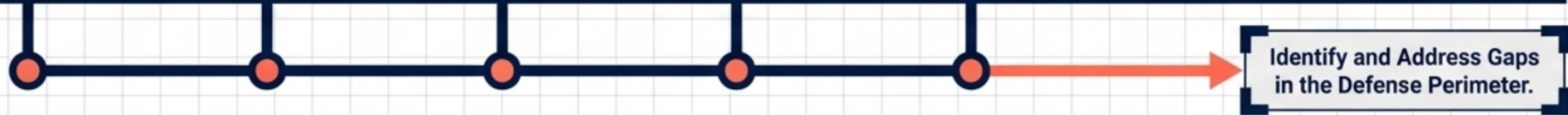


Dashboard Tab 3: Staff Certification Matrix

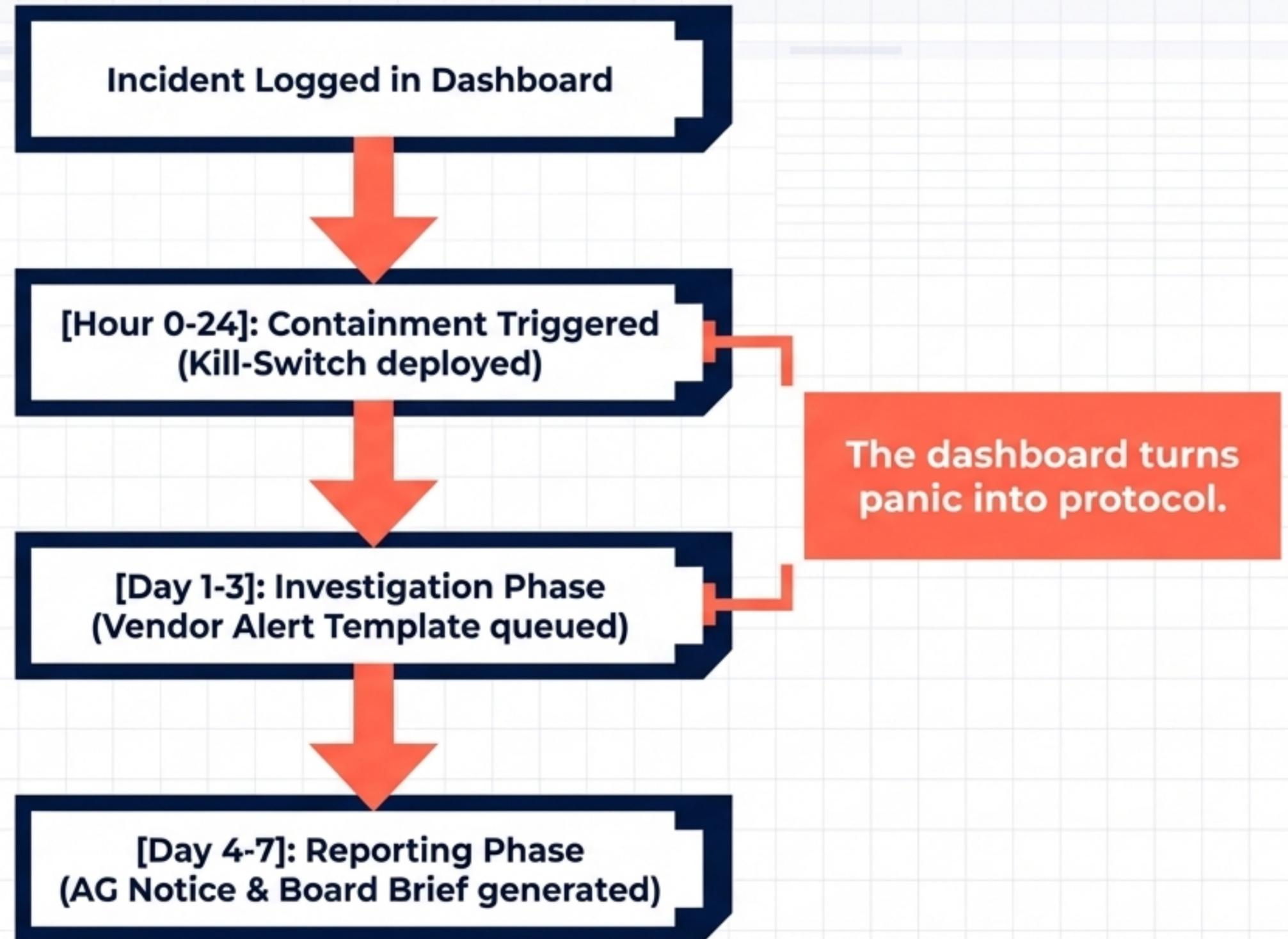
Tracking the Week 5 Human Firewall.

Clinic Status: 85% Certified

| | CPRA Opt-Out Response | HIPAA PHI Flows | AB 2013 Bias | Consent Verification | Kill-Switch Activation | Incident Escalation |
|-----------------|-----------------------|-----------------|--------------|----------------------|------------------------|---------------------|
| Staff Member 01 | █ | █ | █ | █ | □ | █ |
| Staff Member 02 | █ | █ | █ | █ | █ | █ |
| Staff Member 03 | □ | █ | █ | █ | █ | █ |
| Staff Member 04 | █ | █ | █ | █ | █ | █ |
| Staff Member 05 | █ | █ | □ | █ | █ | █ |
| Staff Member 06 | █ | █ | █ | █ | █ | █ |
| Staff Member 07 | █ | █ | █ | □ | █ | █ |
| Staff Member 08 | █ | █ | █ | █ | █ | █ |
| Staff Member 09 | █ | █ | █ | █ | █ | □ |
| Staff Member 10 | █ | █ | █ | █ | █ | █ |



Dashboard Tab 4: Incident Escalation Protocol



The Integrated Command Data Flow



You are not managing spreadsheets; you are piloting a responsive compliance engine.

Official Credential Attainment

California Certified AI Compliance Officer™

Evelyn Carter, RN

Officially vested with the authority to command AI safety per CPRA and HIPAA mandates.



Authenticating Badges:



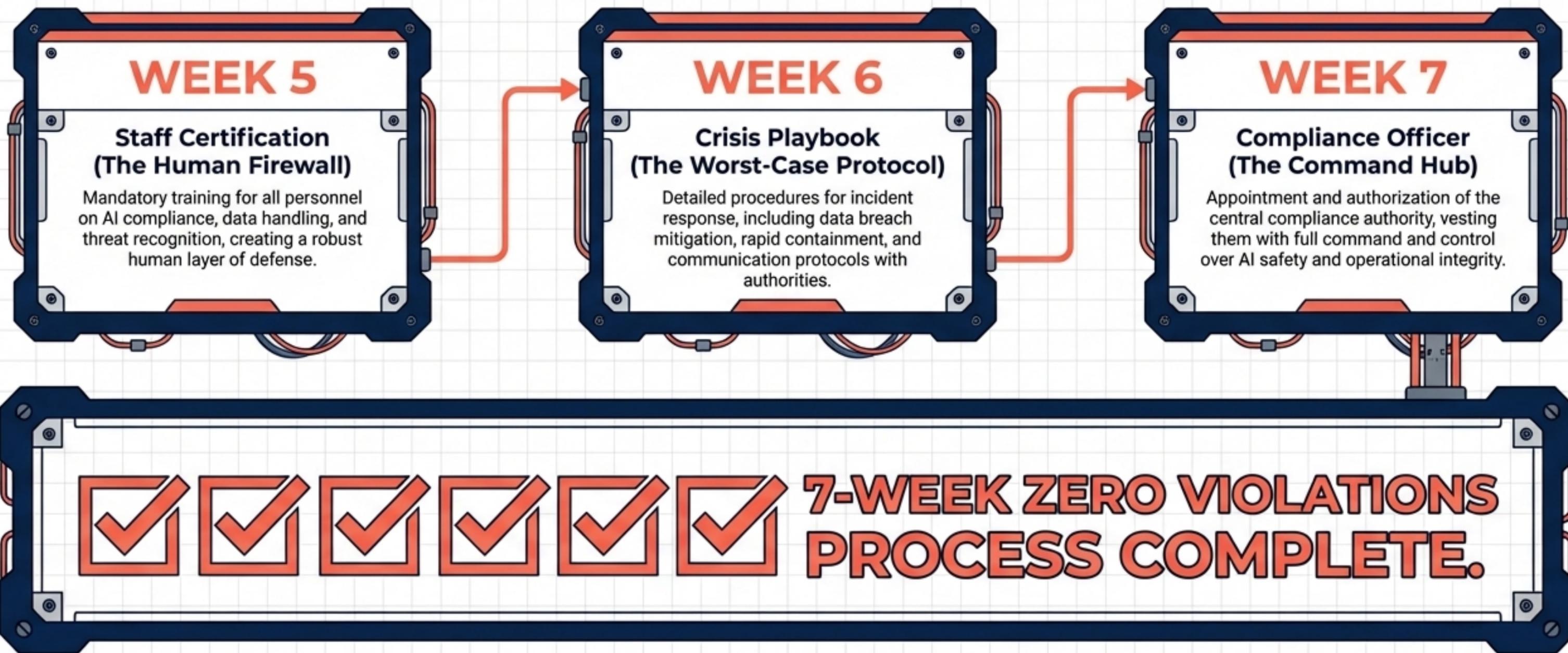
Authenticating Badges: AICAREAGENTS247 Nonprofit Corporation Education Board™, The California Association of AI Compliance Officers (CAAIC)™.

Phase I Synthesis: The Digital Perimeter



Weeks 1-4 secured the technology.

Phase II Synthesis: Human Governance & Final Sign-Off



The California Association of AI Compliance Officers (CAAIC)™ formally recognizes your deployment. Your defensive infrastructure is live.