

6-Point AI Quality Control Checklist

A systematic workflow for reviewing AI-assisted legal documents



1. Verify Citations

Confirm case names, citation formats, and legal authority validity using up-to-date sources.



2. Confirm Quotations

Cross-check all quoted language against original legal texts for accuracy and completeness.



3. Validate Legal Arguments

Ensure every legal claim or proposition is directly supported by properly cited authority.



4. Validate Factual Assertions

Verify all factual statements against client records, discovery materials, or trusted external sources.



5. Protect Confidentiality

Confirm sensitive client information is handled appropriately and not exposed or misused during drafting.



6. Ensure Consistency & Final Sign-Off

Review formatting, defined terms, cross-references, and exhibits prior to attorney approval and signature.

OUTCOME: A repeatable verification layer that strengthens  **ACCURACY**,  **COMPLIANCE** and  **FIRM CREDIBILITY**