

BASIC INFORMATION

REGISTRY OF INTERPRETERS FOR THE DEAF (RID)

has played a leading role in establishing a national standard of quality for interpreters. RID encourages the growth of the profession, educates the public about the vital role of interpreters and works to ensure equal opportunity and access for all individuals. To find out more about RID please visit: www.rid.org

THE CODE OF PROFESSIONAL CONDUCT is followed by all professional interpreters. To find out more information, please go to www.rid.org/ethics/code/index.cfm/AID/66

LEGAL RIGHTS of deaf and hard-of-hearing persons are governed by state and federal laws. To become more familiar with them please visit the National Association of the Deaf (NAD) at www.nad.org

REQUESTING an interpreter in a timely fashion is vital. As soon as you know you need one, please call us. We know that emergencies do occur and will do our best to accommodate you with an interpreter.

PLACING QUALIFIED AND SKILLED interpreters is extremely important for each assignment. Please inform us if there is a preference of signing style or interpreter. Simply ask the Deaf person which form s/he prefers. Sign language can be broken down to various forms such as: ASL, PSE, MCE, SE, SEE1, SEE2, LOVE, Cued Speech, Rochester Method, or Oral Transliteration (ASL and PSE are commonly used).

ADDITIONAL WEBSITES:

www.ocrid.org/using.html

www.rid.org

www.pcrd.org

www.nad.org



Voice	301.725.3402
Voice	410.724.3299
TTY Only	301.725.3404
Fax	301.725.3412
Fax	410.724.2109
Emergency	410.389.8820

9101 Cherry Lane, Suite 104
Laurel, MD 20708

www.pieinc.com



Working with a Sign Language Interpreter



BEFORE the assignment/meeting, provide deaf participants and interpreters with materials such as outlines, agendas, technical vocabulary and a list of all the key participants if possible. It will be helpful to have nametags or nameplates to aid the interpreter in identifying who is speaking.

POSITION the interpreter next to the hearing person having direct communication with the deaf person, or the person presenting most of the information. The deaf person should be able to view the hearing person and the interpreter at the same time.

WINDOWS AND BACK LIGHTING should be addressed. Blinds should be down to reduce glare and the room should have enough light to see the interpreter. A solid or plain background or backdrop is recommended.

FOR GROUPS semi-circle seating arrangements are best for discussion formats. Be sure to reserve a seating area near the front for deaf participants to have the best view of the interpreter.

VISUAL AIDS should be used whenever possible while presenting information. Likewise, due to the time delay involved with interpreting, it is suggested you use a pointer (a computer cursor arrow works well).

SPEAK at your natural pace. The interpreter will let you know if you need to repeat or slow down.

LOOK at and speak directly to the deaf person. Do not say, “tell him...” or “tell her...” to the interpreter. The deaf person will be watching the interpreter and glancing back and forth. Also, give time for the deaf person to respond back using the interpreter to voice for them (if needed).

TURN-TAKING will ensure that the deaf participant has equal opportunity to not only offer comments or questions, but to also receive comments from all others. Please have everyone in the group speak one at a time. Also allow enough pausing to allow the deaf person to speak or answer questions.

CLOSED-CAPTIONING should be used whenever possible during videos. The interpreter will be present to provide additional assistance, as needed.

TELEPHONE CONFERENCES provide an additional challenge. Ask each person to identify him/herself prior to each comment by saying, “This is so-and-so, and my comment is...” Likewise, the deaf person when making comments will say, “This is so-and-so speaking through a sign language interpreter.”

MEDICAL APPOINTMENT discussions and explanations are greatly enhanced when anatomic models or charts are available.

BREAKS should be planned prior to the meeting. If only one interpreter is assigned: 1.5 hours of work will require at least one 10 minute break. This will reduce the amount of interpreting errors made (NOTE: physical and mental demands of the interpreting process require breaks as described).

TEAMING: 2 interpreters will be assigned to a job two hours in length. For jobs less than 2 hours in length but are fast-paced, technical, and/or dense in material, PIE will inform you if 2 interpreters will be needed. The interpreters will switch at certain intervals, and will require a break after intense material is presented (by hearing presenters) or an intense voicing assignment (of a Deaf presenter).

SPECIAL TEAMING CONFIGURATIONS would include specific court procedures, depositions, or highly technical interactions. The team may consist of at least two American Sign Language (ASL) interpreters. Another type of team may consist of one or more ASL interpreters and a Certified Deaf Interpreter (CDI) to assist someone who does not use ASL or a standard form of ASL. The CDI, a deaf and usually a native user of the language, specializes in various linguistic forms and subtleties of signed languages.

PLEASE DO NOT ask the interpreter to “not tell” a deaf person something that is being said. The interpreter is ethically required to interpret anything in audible range. Please refer back to the Code of Professional Conduct for more information.

NO ADVICE or personal opinions will be given by the interpreter regarding context of the discussion (more information found at www.rid.org)

QUESTIONS about deafness or sign language are best asked to the deaf person directly, not the interpreter. If there is a question about the interpretation itself as it relates to the discussion at the moment, please ask rather than suffering a miscommunication. If however, you have questions for the interpreter that are not a personal nature, or general questions regarding the process of interpreting, it's best to ask him/her prior to or after the meeting or during breaks.

STRICT CONFIDENTIALITY of all assignment related information is highly maintained and regarded by the interpreter (more information found at www.rid.org)

INTERPRETERS are scheduled for a specific time during assignments. It is suggested that you prioritize so that the interpreter can be used effectively. If not, you will need to reschedule with PIE. We **MUST** be contacted by the initial requestor for any time that extends over the scheduled assignment and the interpreter may stay if the interpreter has no other subsequent engagements.

REFERENCE:

<http://www.signlanguageresourceinc.com/workingwithinterpreters.htm>

