

NEW HAMPSHIRE INTERPRETER
CLASSIFICATION SYSTEM
Deaf Interpreter-Provisional
Basic and Advanced

INFORMATION PACKET

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Rules & Procedures

The legislation which established the NH Program for the Deaf and Hard of Hearing, Division of Workforce Innovation, Vocational Rehabilitation, Department of Education mandates that the program develop standards for interpreters in New Hampshire.

Mission: To provide the citizens of New Hampshire with a high standard of qualified deaf and hearing sign language interpreters.

Goal: To administer the Deaf Interpreter-Provisional (DI-P) through the New Hampshire Interpreter Classification System (NHICS) as a process of assessing deaf interpreters.

Definitions:

Deaf Interpreter: A Deaf Interpreter is a specialist who provides interpreting, translation, and transliteration services in American Sign Language and other visual and tactual communication forms used by individuals who are Deaf, hard-of-hearing, and Deaf-Blind.

The Division: Program for the Deaf and Hard of Hearing, Division of Workforce Innovation, Vocational Rehabilitation, Department of Education.

NHICS: The New Hampshire Interpreter Classification System.

DI-P: Deaf Interpreter-Provisional credential (part of the NHICS)

DI-P-B: Deaf Interpreter-Provisional Basic level credential

DI-P-A: Deaf Interpreter-Provisional-Advanced level credential

Sign Language Interpreter Classification Description

Application

Application packet shall include:

- ✓ A copy of the RID/NAD Code of Professional Conduct.
- ✓ Application to be filled out by candidate
- ✓ Four (4) reference forms to be sent to the NHICS DI-P Coordinator.
 - Two (2) from **NH Licensed interpreters** who can talk about your ability to be a Deaf Interpreter working in a team and their willingness to work with you.
 - Two (2) from **members of the Deaf community** who can talk about your ability to be a Deaf Interpreter and your standing within the Deaf community.
- ✓ NHICS DI-P Information packet

Applications will be reviewed for completeness and evidence of completion of the requirements before approval is granted.

Applications must be completed and returned with four (4) references.

Candidates are responsible to check in regarding the status of their paperwork and to make sure all references have been received.

Fees

Fees for the DIP shall be:

Test:	Fee:
DI-P Basic	\$ 20.00
DI-P Advanced	\$50.00

Review of Completed Application Package

1. Once all documents have been received, the State Coordinator and team will review applications, reference forms, and proof of required training and will determine eligibility.
2. If application package is approved and candidate is deemed eligible for the DI-P, a results letter and certificate will be sent to candidates within 30 days of the completed package being received.
3. If the training requirements are not met, or the references are not adequate, candidate will be notified by mail.
4. The team shall make no decision with regard to any candidate's race, color, religion, marital status, national/ethnic origin, age, sex, sexual orientation, or disability.

Notification to Candidates

All candidates receiving classification from the NHICS DI-P (and becoming licensed by the NH Interpreter Licensure Board) will have their names and contact information appear in the NH Directory of Interpreters, which shall serve as a reference for all agencies/businesses who must meet the requirements of hiring only qualified interpreters as set forth in NH 521-A.

Appeal of Decision

An applicant who is dissatisfied with the fairness of the process may file a petition for reconsideration along with supporting documentation to the State Coordinator within 20 days after receipt of the decision of the Division. If the petition for reconsideration is denied, the applicant may appeal the State Coordinator's decision pursuant to RSA 21-N: 11, III and Ed 200.

Requirements to Maintain DIP Credential

DI-P Basic

- Credential shall remain valid as long as there is current need in NH. The need for the DI-P Basic credential will be reevaluated every two years (starting July 2021). If the need no longer exists, then then DI-P Basic will no longer be a valid credential. If DI-P Basic interpreters wish to continue working in the field, it is recommended that they work towards the DI-P Advanced option (if still valid at that time), a state level screening, or national certification.
- DI-P Basic interpreters must earn 5 hours of Continuing Education Units (CEU) a year. Proof of hours will require documentation from such training programs such as an agenda, conference packet, or syllabus.

DI-P Advanced

- Credential shall remain valid as long as there is current need in NH. The need for the DIP-Advanced credential will be reevaluated every two years (starting July 2021). DIP-Advanced interpreters are encouraged to work towards a state level screening (when available) or national certification.
- DIP-Advanced interpreters must earn 20 hours of Continuing Education Units (CEU) a year. Proof of hours will require documentation from such training programs such as an agenda, conference packet, or syllabus.

To enhance interpreting practice, values and knowledge, training may include:

- ✓ Continuing education courses
- ✓ Workshops
- ✓ Seminars
- ✓ Conferences
- ✓ Lectures
- ✓ Post-secondary courses
- ✓ Interpreter assessment team participation

Maintenance of these requirements is the professional responsibility of each DIP interpreter. DIP interpreters will be sent paperwork to be filled out and returned to the Program for the Deaf and Hard of Hearing annually to show CEUs earned.

Change of name or address of DIP Interpreters

1. DI-P interpreters shall notify the State Coordinator of changes in name or residential address within 60 calendar days of such change(s).
2. Notification of address changes must be mailed to the Program for the Deaf and Hard of Hearing and shall include a complete mailing address, including zip code and telephone number and email address if a candidate has one.

Interpreting in NH

The New Hampshire Interpreter Licensure law, [RSA 326-I](#) which became effective January 1, 2003 requires that interpreters for the deaf and hard of hearing hold a license in order to receive remuneration and to practice as an interpreter in New Hampshire. For more information on NH Licensure please visit:
<https://www.education.nh.gov/who-we-are/deputy-commissioner/bureau-of-vocational-rehabilitation/interpreter-licensing-board>

Resources

RID/NAD Code of Professional Conduct (<https://rid.org/ethics/code-of-professional-conduct/>)

Registry of Interpreters for the Deaf

Standard practice papers (available via download for free at:

<https://rid.org/about-rid/about-interpreting/standard-practice-papers/>

Use of a Certified Deaf Interpreter (1997)
Interpreting in Health Care Settings (2007)
Self-Care (2007)
Team Interpreting (2007)
Multiple Roles (2007)
Interpreting for Individuals who are Deaf-Blind (2007)
Professional Sign Language Interpreting (2007)
Business Practices: Billing Considerations (2007)
Mentoring (2007)

New Hampshire Registry of Interpreters for the Deaf (NHRID)

www.nhrid.org

University of New Hampshire at Manchester (American Sign Language/English Interpreter Program)

<https://manchester.unh.edu/academics/degree-programs/asl-english-interpreting>