

## ***Welcome to the New Hampshire Interpreter Classification System (NHICS).***

The NHICS is an entry level examination testing your skill and ability to appropriately apply the NAD/RID Code of Professional Conduct and successfully interpret between spoken English and American Sign Language. Successful candidates will be awarded their NHICS (which is valid for a total of 6 years) and are eligible to apply for NH Interpreter Licensure.

If you are interested in taking the NHICS, please contact Lynn Littlefield at [lynn.e.littlefield@doe.nh.gov](mailto:lynn.e.littlefield@doe.nh.gov) or call at 603-271-3877 to request an application packet. The application packet will include:

- ✓ *A copy of the RID/NAD Code of Professional Conduct.*
- ✓ *A confidentiality statement*
- ✓ *Application to be filled out by candidate*
- ✓ *Two (2) reference forms to be filled out and sent to the NHICS Coordinator.*
- ✓ *NHICS Information packet*

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

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

*Once your application has been completed and approved, you will be contacted to schedule an appointment. Appointments are scheduled on a first come, first served basis. All screening appointments will take place at the state offices of the Bureau of Vocational Rehabilitation, 21 South Fruit Street, Concord, NH 03301.*

### ***The test:***

*The two portions of the NHICS, the interview and the performance, will be administered on the same day.*

#### ***1. Interview***

*Candidates whose applications are accepted will be scheduled for an interview. During the interview, you will be shown a video featuring two interviewers who will ask eight (8) questions. Each question will be asked two (2) times. Your answers to the questions will be videotaped.*

*The Deaf interviewer will ask questions in American Sign Language (ASL) and the interviewer who can hear will ask questions in spoken English. You should answer the question using the same language in which it was asked. These questions will be based on the Code of Professional Conduct and your application of that to real life situations.*

*The interview is pass/fail. A score of 75% or higher is required to pass.*

#### ***2. Performance Examination***

*The performance examination is pass/fail; a score of 75% or higher is required to pass.*

##### ***a. Warm-up:***

*Before the actual examination, candidates will have a 30-minute warm-up period. During that time they will have an opportunity to watch/listen to a DVD introducing the speakers/signers involved in the actual screening. These introductions are short (about one minute each) to allow candidates time to review the introductions of each speaker, multiple times if necessary.*

##### ***b. Selections:***

*The performance examination will include two (2) selections of videotaped dialogue of approximately eight (8) minutes each requiring the candidate to both interpret spoken English into ASL and ASL into spoken English.*

*The performance portion will also be videotaped.*

*A copy of the videos of both the interview and the performance will be sent to a total of 4 raters (2 who are deaf/hard of hearing and 2 who can hear).*

*For the interview, the team will assess the candidate's knowledge of and ability to apply information regarding the RID/NAD Code of Professional Conduct; interpreter business practices; and resources for interpreters and deaf and hearing consumers. The raters will also evaluate candidate's communication skills (spoken and signed) and professional presentation.*

*For the performance, the team will assess the ability to comprehend the applicant, based on the applicant's clarity, use of grammar, level of discourse, use of classifiers, message equivalency transmitted by the applicant, the interpreting process, and the applicant's professionalism.*

To request a packet and start the NHICS process, please contact Lynn Littlefield at [lynn.e.littlefield@doe.nh.gov](mailto:lynn.e.littlefield@doe.nh.gov) or call at 603-271-3877.