

735 KAR 2:040. Interpreter protocols.

RELATES TO: KRS 12.290, 163.510(4), 163.515(2)(c)

STATUTORY AUTHORITY: KRS 12.290, 163.510(4), 163.515 (2)(c)

CERTIFICATION STATEMENT:

NECESSITY, FUNCTION, AND CONFORMITY: KRS 12.290 requires each department, program cabinet, and administrative body of state government to promulgate administrative regulations to provide accessibility to all services by persons who are deaf or hard-of-hearing. KRS 163.515(2)(c) requires that the Executive Director of the Commission on the Deaf and Hard of Hearing promote the training of interpreters for the deaf and hard of hearing. KRS 163.510(4) requires the commission to oversee the provision of interpreter services to the deaf and hard of hearing. This administrative regulation establishes interpreter protocols.

Section 1.

- (1) A staff or assigned interpreter shall adhere to the Interpreter's Code of Professional Conduct and:
 - (a) Keep assignment-related information strictly confidential;
 - (b) Be impartial to a proceeding;
 - (c) Recognize and work within his range of ability;
 - (d) Not accept an assignment beyond his skill level;
 - (e) Promptly notify Interpreter Referral Services Program staff if the communication mode of a deaf or hard of hearing person requires the additional skills of a deaf interpreter; and
 - (f) Arrive at an assignment fifteen (15) minutes before the scheduled starting time to:
 1. Arrange logistics; and
 2. Confer with the consumer and another interpreter.
- (2) A KCDHH Interpreter Referral Services Program assigned interpreter shall display professional demeanor and conduct by:
 - (a) Wearing appropriate professional clothing, as outlined in the Code of Professional Conduct for the interpreter's national certifying organization, and
 - (b) Treating a deaf, hard of hearing, or hearing consumer involved in the assignment, pleasantly, fairly, and with respect.
- (3) An Interpreter Referral Services Program staff interpreter, or assigned interpreter, shall comply with the code of ethics pursuant to 201 KAR 39:120 and the interpreter's national certifying organization of the:
 - (a) National Registry of Interpreters for the Deaf;
 - (b) National Association of the Deaf; or
 - (c) Board for Evaluation of Interpreters Certification Program.
- (4) Assignment conflicts.
 - (a) If an assigned interpreter is unable to fill the assignment because of illness or another unforeseen conflict, he shall contact the Interpreter Referral Services Program staff as soon as he becomes aware of the conflict.
 - (b) The staff of the KCDHH Interpreter Referral Services Program shall be responsible for contacting and attempting to secure a replacement interpreter for the assignment.
- (5) If resources are available, the KCDHH Interpreter Referral Services Program may provide a professional development opportunity for assigned interpreters and staff interpreters. A development opportunity may include:
 - (a) A mentoring program;
 - (b) Diagnostic assessment and feedback;
 - (c) Support for interpreter training or testing opportunities; and
 - (d) Similar programs.

(6) The national certifying organizations listed under subsection (3) of this Section have all adopted The National Association of the Deaf - Registry of Interpreters for the Deaf Code of Professional Conduct.

Section 2. Incorporation by Reference.

(1) " The National Association of the Deaf – Registry of Interpreters for the Deaf Code of Professional Conduct", (2005), is incorporated by reference.

(2) This material may be inspected, copied, or obtained at Kentucky Commission on the Deaf and Hard of Hearing, 632 Versailles Road, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m.

(735 KAR 002:040. 25 Ky.R. 955; Am. 1360; eff. 12-3-1998 – Amd 44 Ky.R.2399; 45 Ky.R. 40; eff. 8-6-2018; Crt eff. 8-5-2025.)