

How to work with an Interpreter

Before - Please give the interpreter:

- An explanation and outline for the session
- Copies of any written information to be displayed or distributed
- Additional contextual information, names or jargon

Please make sure the interpreter is:

- Situated against a plain background with sufficient lighting
- Opposite the deaf client(s)
- Able to hear/see and be seen/heard

During - The hearing person should:

- Look and talk to the deaf person directly, not via the interpreter
- Allow the deaf person to read or carry out tasks before continuing

-The interpreter will:

- Voice everything that is signed and sign everything that is voiced
- Use "I" to refer to the current signer/speaker
- Only be able to interpret for one person at a time
- Require a time delay to process information

Rules - Interpreters will follow a code of conduct which says they will:

- Only facilitate communication, although they may ask questions and clarify issues
- Behave in a professional manner
- Remain impartial
- Treat all information confidentially, subject to conditions
- Admit any limitations or error in understanding
- Not undertake work that is beyond their capability
- Adhere to complaints/disciplinary procedure

Remember

Medical

- Provide as much background information as possible
- For an examination, explain beforehand what will happen and allow time afterwards for discussion

Employment

- Allow extra time for an interview or a meeting
- Explain any relevant jargon

Meeting

- Use circular seating
- Take turns in speaking

Training/Conference

- Use circular seating or a raised platform for the presenter and interpreter
- Provide written material to the interpreter beforehand
- Maintain good lighting, even when visual aids are in use
- Make sure deaf participants can see the presenter, interpreter and any visual aids



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