

Interpreter Services Guide for Researchers

Scenario	Who can interpret?	Explanation
<ul style="list-style-type: none"> Subject and <Research Personnel> speak and read the same language. Consent is available in the subject's primary language. 	<ul style="list-style-type: none"> Interpreter not needed 	<p>Both individuals can speak and read the same language and the consent is available in that language; therefore, interpretation and sight translation are not necessary.</p> <p>Note: Obtain signatures on the IRB approved translated consent only.</p>
<ul style="list-style-type: none"> Subject and <Research Personnel> speak and read the same language. Consent is NOT available in the subject's primary language. Short-form consent will be used. 	<ul style="list-style-type: none"> Interpreter not needed <Impartial witness> must be present. 	<p>Both individuals can speak and read the same language and the short-form consent is available in that language; therefore, interpretation and sight translation are not necessary.</p> <p>Note: If you would like the English consent to be sight translated to the subject, a QMI is required to be present in-person.</p>
<ul style="list-style-type: none"> Subject and <Research Personnel> do NOT speak the same language. Consent is available in the subject's primary language. 	<ul style="list-style-type: none"> QMI or QBS 	<p>QMI or QBS can be used since they are qualified to interpret the conversation that will take place between <Research Personnel> and subject.</p>
<ul style="list-style-type: none"> Subject and <Research Personnel> do NOT speak the same language. Consent is NOT available in the subject's primary language. Short form consent will be used. 	<ul style="list-style-type: none"> QMI or QBS <Impartial witness> Must be present 	<p>QMI or QBS can be used since they are qualified to interpret the conversation that will take place between <Research Personnel> and subject.</p> <p>Note: If you would like the English consent to be sight translated to the subject, a QMI is required to be present in-person.</p>
<ul style="list-style-type: none"> Subject and <Research Personnel> do NOT speak the same language. The study involves follow-up visits and questions to the subject. Subject does not need to complete any forms, such as questionnaires. 	<ul style="list-style-type: none"> QMI or QBS 	<p>QMI or QBS can be used since they are qualified to interpret the conversation that will take place between <Research Personnel> and subject.</p>
<ul style="list-style-type: none"> Study requires English questionnaire to be completed by the subject at each study visit. 	<ul style="list-style-type: none"> QMI 	<p>Since the questionnaire is in English, it must be sight translated to the subject's language. This requires a QMI to present in-person.</p>

<Research Personnel> who carry out these activities must be listed on HRP-201: Research Personnel log.

Definitions

Term	Definition
Bilingual Staff	Members of AdventHealth Staff who speak other language(s) and converse with subjects in the same language. They may communicate with the subject; however, they may not interpret for other staff.
Qualified Bilingual Staff (QBS)	Interpret for another staff member or physician but <u>cannot</u> sight translate* a document.
Qualified Medical Interpreters (QMI)	Interpret in all modes of communication (oral, conversational, and sight translation*.) Includes sign language interpreter.
Interpretation	The act of listening to something in one language (source language) and orally transmitting it into another language (target language) between two parties, one the LEP(s) and one English-speaking person(s).
Translation	The replacement of a written text from one language (source language) into an equivalent written text in another language (target language).
Sight Translation*	When a form/document that is not in the subject's language is interpreted to the subject in their language. Must be performed by a Qualified Medical Interpreter (QMI).
Limited English Proficiency (LEP)	A person who does not speak English as their primary language and who has a limited ability to read, write, speak, or understand English.