

## Interpreter Services Guide for Researchers

<b>Scenario</b>	<b>Who can interpret?</b>	<b>Explanation</b>
<ul style="list-style-type: none"> <li>• Subject and &lt;Research Personnel&gt; speak and read the same language.</li> <li>• Consent is available in the subject's primary language.</li> </ul>	<ul style="list-style-type: none"> <li>• Interpreter not needed</li> </ul>	<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><b>Note:</b> Obtain signatures on the IRB approved translated consent only.</p>
<ul style="list-style-type: none"> <li>• Subject and &lt;Research Personnel&gt; speak and read the same language.</li> <li>• Consent is NOT available in the subject's primary language.</li> <li>• Short-form consent will be used.</li> </ul>	<ul style="list-style-type: none"> <li>• Interpreter not needed &lt;Impartial witness&gt; must be present.</li> </ul>	<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><b>Note:</b> 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"> <li>• Subject and &lt;Research Personnel&gt; do NOT speak the same language.</li> <li>• Consent is available in the subject's primary language.</li> </ul>	<ul style="list-style-type: none"> <li>• QMI or QBS</li> </ul>	<p>QMI or QBS can be used since they are qualified to interpret the conversation that will take place between &lt;Research Personnel&gt; and subject.</p>
<ul style="list-style-type: none"> <li>• Subject and &lt;Research Personnel&gt; do NOT speak the same language.</li> <li>• Consent is NOT available in the subject's primary language.</li> <li>• Short form consent will be used.</li> </ul>	<ul style="list-style-type: none"> <li>• QMI or QBS &lt;Impartial witness&gt; Must be present</li> </ul>	<p>QMI or QBS can be used since they are qualified to interpret the conversation that will take place between &lt;Research Personnel&gt; and subject.</p> <p><b>Note:</b> 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"> <li>• Subject and &lt;Research Personnel&gt; do NOT speak the same language.</li> <li>• The study involves follow-up visits and questions to the subject.</li> <li>• Subject does not need to complete any forms, such as questionnaires.</li> </ul>	<ul style="list-style-type: none"> <li>• QMI or QBS</li> </ul>	<p>QMI or QBS can be used since they are qualified to interpret the conversation that will take place between &lt;Research Personnel&gt; and subject.</p>
<ul style="list-style-type: none"> <li>• Study requires English questionnaire to be completed by the subject at each study visit.</li> </ul>	<ul style="list-style-type: none"> <li>• QMI</li> </ul>	<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
<b>Bilingual Staff</b>	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.
<b>Qualified Bilingual Staff (QBS)</b>	Interpret for another staff member or physician but <u>cannot</u> sight translate* a document.
<b>Qualified Medical Interpreters (QMI)</b>	Interpret in all modes of communication (oral, conversational, and sight translation*.) Includes sign language interpreter.
<b>Interpretation</b>	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).
<b>Translation</b>	The replacement of a written text from one language (source language) into an equivalent written text in another language (target language).
<b>Sight Translation*</b>	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).
<b>Limited English Proficiency (LEP)</b>	A person who does not speak English as their primary language and who has a limited ability to read, write, speak, or understand English.