

How to Request an Interpreter

Please contact the Court Interpreter's Office

By telephone: 863-534-7700

By fax: 863-534-5813

By email: tgodinez@jud10.flcourts.org

On our website at

<http://www.jud10.flcourts.org>



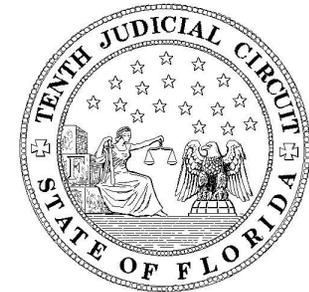
Tenth Judicial Circuit
Administrative Office of the Courts
255 N. Broadway
Bartow FL 33830

Court Interpreter Program
P.O. Box 9000-Drawer J-128
Bartow, FL 33830

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Tenth Judicial Circuit
Hardee, Highlands and Polk Counties

Working Effectively with Court Interpreters A Guide for Attorneys and Legal Professionals



Where Professionalism is a Priority

Does Your Client Need a Court Interpreter?

The Tenth Judicial Circuit provides court interpreters for hearings and proceedings conducted in court for Limited English Proficient (LEP) individuals and for Deaf, Hard of Hearing (DHH) individuals. CART services are available for individuals that are not fluent in ASL.

Court appointed interpreters are the only ones allowed to serve as official court interpreters in the courtroom. Attorneys, client's family members or friends cannot serve as official court interpreters except under limited circumstances permitted by rules of the Florida Supreme Court.

What to Expect

The court interpreter may ask the attorney's permission to talk to the LEP individual before the hearing begins to make sure they understand each other.

Interpreters may use special equipment in the courtroom. They will explain to the LEP individual how the equipment works. The interpreter will repeat to the attorney all that was explained in order to avoid the appearance of side conversation.

The interpreter will interpret in either simultaneous or consecutive modes of interpreting.

The interpreter will interpret all that is said by the judge, the attorneys, witnesses, court personnel, and other persons speaking in the courtroom for the benefit of the LEP individual and also will interpret for all what the LEP individual says.

For trials and lengthy hearings, two interpreters will be assigned to work as a team.

If you are an attorney representing a party in court.

DO

Slow your normal rate of speech when addressing the court to allow the interpreter to interpret simultaneously for the benefit of the LEP individual.

Speak in the 1st person to the LEP individual. Don't say, "Tell him/her . . ." Do speak directly to the client as if the interpreter was not present.

Speak in segments when addressing the LEP individual and pause to allow the interpreter to interpret during the pause.

Use simple legal language and avoid asking compound questions.

DON'T

Don't ask the interpreter to explain the proceedings to the LEP individual.

Don't use acronyms that may turn meaningless in another language, use the full concept or name for the acronym.

Don't ask the interpreter to participate in any other activity other than to interpret for the LEP individual in the courtroom.

Don't use the court interpreter for lengthy interviews or follow up conversations outside the courtroom unless authorized by the court for activities outside the courtroom.

Don't ask the court interpreter to accompany you into a holding cell to speak to an LEP individual.

Don't ask interpreters to accompany LEP individual to Clerk's Office, Probation or any other destination.

Don't ask interpreters to interpret sound or video recordings live in court.

Don't ask interpreters to translate plea forms, disposition reports, case plans or any other document during court proceedings due to the excessive length of document., however the interpreter may sight translate brief court documents.