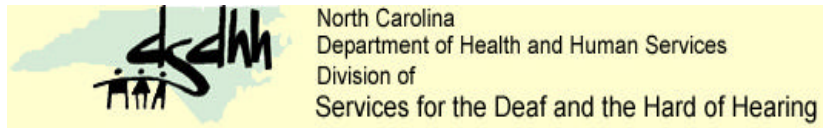


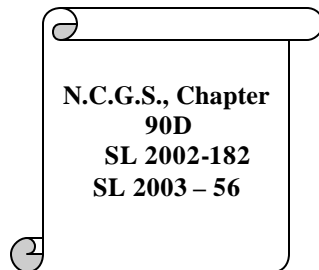
DSDHH Administrative Office
2301 Mail Service Center
319 Chapanoke Road, Suite 108
Raleigh, NC 27603
919-773-2963 V/TTY
<http://dsdhh.dhhs.state.nc.us>



Fact Sheet

The Fact Sheet is a DSDHH interpretation of the rules and statutes. Refer to the licensure law and Administrative Code as the guide for compliance with the Law.

North Carolina Interpreter and Transliterater Licensure Law



Purpose: To ensure quality interpreting and transliterating services for all Deaf, Deaf Blind and Hard of Hearing people in the state of North Carolina through the licensure process.

Background: The licensure law was created to ensure standards of competency and to provide the public with safe and accurate interpreting or transliterating services. There are nine (9) positions of the Licensure Board and each represent a specific target population, service agency, consumer organization or the general public. Appointments to the Board are made by both the Governor and the legislature.

Role of Licensure Board:

- Administer N.C.G.S 90D.
- Adopt, amend, or repeal rules necessary to carry out the provisions of the Chapter.
- Employ and fix the compensation of personnel (management company) that the Board determines is necessary to carry into the effect the provisions of the Chapter.
- Examine and determine the qualifications and criteria of applicants for licensure, renewal of licensure, and reciprocal licensure.
- Set fees as authorized in G.S. 90D – 10.
- Conduct investigations to determine whether or not a violation of the chapter exists or if there are grounds for disciplining licensees.
- Maintain and keep records of all proceedings and makes available to licensees and other concerned parties an annual report of all Board action.
- Keep on file in its office at all times a complete record of the names, addresses, license numbers and renewal license numbers of all persons entitled to practice under the Chapter.
- Adopt a seal containing the name of the Board for use on all licenses and official reports issued by the Board.
- Adopt rules for continuing education requirements, N.C. Gen. Stat. 90D-6 (a).

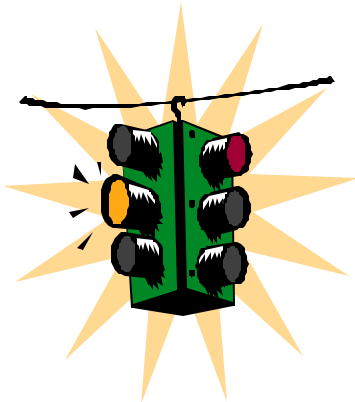
The licensure act provides that no person shall practice or offer to practice as an interpreter or transliterator for a fee or other consideration, represent himself or herself as a licensed interpreter or transliterator, or use the title “Licensed Interpreter for the Deaf”, “Licensed Transliterator for the Deaf”, or any other title or abbreviation to indicate that the person is a licensed interpreter or transliterator unless that person is currently licensed under this Chapter, N.C. Gen. Stat. 90D-4 (a).

Provisions of this chapter do not apply to:

1. Persons providing interpreting or transliterating services in religious proceedings.
2. Persons providing interpreting or transliterating services in mentoring or training programs as approved by the board
3. Interns under the supervision of a person licensed under this Chapter to provide interpreting or transliterating services.
4. Persons providing interpreting or transliterating services in an emergency situation until a licensed interpreter or transliterator can be obtained. An emergency situation is one where the deaf or hard of hearing person is in substantial danger of death or irreparable harm if interpreting or transliterating services are not provided.
5. Interpreters in educational settings, N.C. Gen. Stat. 90D-4 (b).

For more information, go to www.ncitlb.org

Licensure Time Frame



The license year begins each October 1st and ends September 30th. Each interpreter and transliterator is licensed for one year and must renew yearly. **WARNING:** If the licensee misses the renewal deadline, he/she will have to reapply for another initial license.

Licensure Requirements

****Individuals applying for licensure must be of good moral character and be 18 years of age or older**.**

TIDBIT: In 1995, the North Carolina Chapter of the Registry of Interpreters for the Deaf formed a Licensure Study Committee. This committee collected data from states regarding legislation related to interpreters. According to the study committee, most states require credentialing for interpreters who work in the community or school system.

Full License

Hold one (1) of the following:

NCICS – A or B
NAD IV or V
RID Certification
NCSA Certification
Valid one (1) year, renewable yearly

Provisional License

Graduated with at least a 2-year interpreting degree from an accredited college OR

Hold one (1) of the following:

NCICS – C
NAD II or III
EIPA III or above
Cued Language Transliterating coursework
Valid one (1) year, renewable up to 3X (three times)

Grandfather License – offered until

12/31/04

Completed at least 200 hours of interpreting or transliterating in North Carolina each year: 10/2000 – 10/2001 AND 10/2001 – 2002. Submit also, two (2) letters of recommendation with completed reference forms (see next page re: information needed for application). Valid one (1) year, renewable yearly.
****One time initial application only, if lapsed, person has to apply for provisional or full license****

Start now, gather required information!

To get an application packet, contact the management company by doing the following:

1. Send an Email to: lsaw@mgmt4u.com
2. Type "NCITLB" in subject line area, any other title will be deleted.
3. Request by title (full, provisional or grandfather) the appropriate application packet and give your name and mailing address.
4. L Shaw will respond, confirming your request.

IMPORTANT NOTE: Applicants may also **download** the application packet through the web site: **www.ncitlb.org**.

Information needed for the application

- Passport type/size photo and a copy of photo ID such as Driver's License for proof of age.
- Completed finger print card.
- Written Consent for criminal background check by FBI and SBI, may involve additional fees to investigate any charges found.
- One cashier's check, money order, certified check or cash of \$38.00 payable to NC Interpreter and Transliterater Licensing Board (NCITLB) for the criminal record check.
- One cashier's check, money order, certified check or cash payable to NCITLB in the amount of \$225.00 for initial Full license or initial Provisional, or \$75.00 for an initial Grandfather license.

*For **grandfather license**, applicants are to submit letters of recommendation from any two (2) of the following with reference forms completed by the person signing the letter:

1. Certified Interpreter/Transliterater who are: NAD IV or V, or RID Certified, or NCSA, or NCICS A or B.
2. Consumer of Interpreter/Transliterater services who has observed your performance as an Interpreter/Transliterater.
3. Parent or legal guardian of a deaf consumer who has observed your performance as an Interpreter/Transliterater.

A person cannot be licensed if he/she has:

Two (2) or more felonies, regardless of the date of conviction.

Three (3) or more misdemeanors, regardless of date of conviction.

A single felony and any two (2) or more misdemeanors, regardless of date of conviction.

Any single felony within five (5) years preceding the date the person applies for the license.

Any single misdemeanor within the two (2) years preceding the date the person applies for license.

A licensee needs to maintain documentation (required CEUs) and materials for renewal by the deadline each year. A licensee is to earn at least two (2.0) continuing education units (CEUs) each licensure year. At least 1.0 of these CEUs has to be in professional studies and other CEUs can be either in general or professional studies. At least one of the required CEUs has to be obtained in a traditional classroom setting.

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NOTICE: Effective July 1, 2008, any person who applies for initial license as an interpreter or transliterater must hold at least a two-year degree from a regionally accredited institution.

If the Board finds that a person is engaging in practice as an interpreter or transliterater in violation of the licensing law, the Board may apply in its own name to the Superior Court for a temporary restraining order or other injunctive relief to prevent the person from continuing illegal practices.

Last revised: 11/9/04

