

Tennessee Supreme Court Rule 42 Continuing Education Requirements

Purpose: For the maintenance and improvement of interpreting skills and the continued expansion of vocabulary (forensic, scientific, legal, drug, slang, and idiomatic) to ensure that Rule 42 credentialed interpreters continuously improve their professional knowledge skills and abilities as court interpreters.

Education for purposes of fulfilling Rule 42 continuing education requirements is defined as: Educational programs relevant to court-related interpreting that expand an interpreter's ability to provide interpreting services for courts so as to render complete and accurate interpretations or translations competently, ethically and professionally.

Application: These requirements apply to all registered and certified interpreters pursuant to Rule 42. An interpreter does not begin to earn continuing education credits until he/she is initially designated as a registered interpreter. **Continuing education credits will only count toward the 18-credit requirement during the renewal period in which they are earned. Credits will not carry over from one three-year renewal period to the next.**

Requirements:

1. **Number and Type of Continuing Education Hours:** All credentialed interpreters must complete at least 18 hours of CEU's every renewal period. A CE credit is equal to one contact hour in the classroom. A minimum of 12 of the 18 hours must consist of foreign language or interpreting skills training*.
2. **Proof of Attendance:** When an interpreter attends a course after becoming credentialed, he must secure proof of attendance to receive continuing education credits for attending. The interpreter will submit this proof to the AOC when he renews his credentials. The proof must include the name and date of the course, the number of hours attended, the name of the sponsoring organization, and the signature of a representative of that organization verifying that the interpreter attended the course. If the entire course was attended, a certificate of attendance will be accepted.
3. **Means in which an interpreter can obtain the required CEU's:**

Attending or participating in courses, workshops, lecture or other activities at which attendance is monitored and verified at accredited and approved institutions of higher learning or conferences or workshops sponsored by professional organizations or individuals pre-approved by the AOC. This includes:

1. Attending Language specific interpreting and translating education programs
2. Attending Non-language specific interpreting and translating education programs
 - a. Attending education programs related to general law, professionalism, cultural competency. General law includes, but is not limited to, topics regarding criminal procedures, mental health procedures, domestic violence, civil law topics, property law, family law, juvenile justice, elder abuse, and contracts

3. Attending education programs on forensic, scientific, legal, drug, slang, and idiomatic vocabulary building relevant to court proceedings
4. Attending online learning programs(maximum 6 FL hours and 3 G hours per renewal period)
5. As a presenter of an approved CEU program**

Course Approval Process:

- PROVIDER: A provider wishing to have a CEU program approved, must complete an application form found on the AOC website at:
http://www.tncourts.gov/sites/default/files/docs/rule_42_ceu_application_form_9-9-13.pdf
- INTERPRETER: If an interpreter wishes to attend a course which is not listed on this website, he must contact the AOC and receive approval BEFORE ATTENDING THE COURSE. If possible, interpreters should request approval 30 days prior to the course so the AOC will have adequate time to evaluate the appropriateness of granting the requested credits. When the AOC approves a course, it will specify which credits constitute general credits and which constitute interpreting/foreign language credits. The AOC does not grant credit for time spent on lunch breaks or other types of breaks. The interpreter must complete an application form found on the AOC website at:
http://www.tncourts.gov/sites/default/files/docs/rule_42_ceu_application_form_9-9-13.pdf

* Foreign Language hours include programs/sessions that include at least one of the following:

1. Learning and practicing the development and improvement of listening comprehension, recall and memory skills using note-taking systems, visualization, and other methods while using audio tools.
2. Study and practice of using symbol systems, abbreviations, keyword techniques, and other methods of recording in note form of sample realistic courtroom testimony.
3. Participating in activities requiring the practice of interpreting realistic courtroom dialogues and translating realistic court documents.
4. Study and practice in the techniques of vocabulary acquisition and building, listening skills, fluency development and other components of simultaneous interpreting.
5. Learning to research, format, test, adjust and expand language-specific glossaries.
6. Learning and practicing use of acquired terms in their respective target languages.
7. Practicing improving skills for simultaneously managing a variety of processes (dual-taking/multi-tasking).
8. Learning and practicing ways to improve memory to reduce fatigue while interpreting simultaneously.
9. Practicing to improve fluency, accuracy rate as regarding the WPM (words per minute) and diction during simultaneous exercises.
10. Practicing to improve use of language, terminology, collocations, prepositions, grammar, pronunciation, colloquialisms, and idioms during oral exercises.
11. Practicing translating legal terms based on a model of functional equivalency.
12. Study, development and practice of language skills including speed reading, accent reduction, voice protection, syntax and improvisation techniques.

*General Hours must include study of subject matters relevant to court interpreting, functioning of the courts or the judicial branch. Approved hours include but are not limited to:

1. Study of terminology including but not limited to street slang, medical terms, law enforcement jargon, fingerprinting, weapons and ballistics, DNA terms, gangs, financial and banking terms, drug and alcohol testing, business terms.]
2. Study of general law areas including but not limited to criminal procedures, civil procedures, mental health proceedings, domestic violence, family law, juvenile proceedings, contracts.
3. Study of interpreter ethics.

**Presenter Continuing Education Credit:

- An interpreter who serves as a presenter at a seminar must receive PRIOR APPROVAL FROM THE AOC if he/she wishes to receive continuing education credits for the presentation.
- The AOC will only grant credits to a presenter if the seminar is one the AOC would have approved for CE credits for the attendees. Moreover, a presenter can only get credit on one occasion for making a presentation on a particular topic. For instance, if a presenter made an identical presentation at three different conferences, he would only get credit for one conference. To receive credit for a similar, but not identical, presentation the presenter must demonstrate that there has been a substantial change requiring a significant amount of preparation time. If the AOC approves the presentation, it will grant two credits for each contact hour of instruction time.