



Supreme Court

STATE OF LOUISIANA
400 Royal St.
SUITE 1190
New Orleans
70130-8101

OLA Policy 2

Court Interpreter Continuing Education and Reporting Policy

Purpose: The Louisiana Supreme Court’s Office of Language Access (OLA) adopts the Court Interpreter Continuing Education and Reporting Policy to ensure that certified and registered interpreters listed on the Louisiana court interpreter roster maintain professional standards and competence as required by the Code of Professional Responsibility for Language Interpreters.¹

Section 1: A court interpreter listed on the Louisiana Supreme Court’s court interpreter roster shall complete twelve (12) hours of continuing education every three (3) calendar years (hereinafter referred to as the “reporting period”). Of the twelve (12) hours of continuing education, not less than three (3) hours shall concern ethics relevant to the role of the court interpreter.

- a. The following types of continuing education credits may be accepted:
 - i. Courses sponsored by the OLA;
 - ii. Courses offered by a nationally recognized professional interpretation or translation organization such as National Association of Judiciary Interpreters and Translators;
 - iii. Courses offered or recognized by the judicial branch of other states that are members of the Consortium of Language Access Coordinators;
 - iv. Court interpreting courses offered by universities or colleges;
 - v. Any course that deals primarily with matters related to the practice of court interpreting, its ethical obligations and professionalism and is approved by the OLA.²
- b. A court interpreter fulfills the ethics component of Section 1 by taking any course related to the ethical duties and responsibilities of court interpreters as defined by the Louisiana Supreme Court Rules or the ethics or professional responsibility rules of any state or nationally recognized professional interpretation or translation organization.

Section 2: A court interpreter listed on the Louisiana Supreme Court’s court interpreter roster shall complete an electronic compliance form as provided by the OLA at the end of every reporting period. The electronic compliance form shall consist of the following:

- a. Verification of the continuing education credits listed in Section 1 of this Policy;
- b. An acknowledgment and agreement to abide by the Code of Professional Responsibility for Language Interpreters;
- c. Disclosure of any arrest, conviction, or professional misconduct;
- d. Consent to criminal background check conducted by the Louisiana Supreme Court;
- e. Contact information and professional qualifications update.
- f. For the purposes of Section 2(a), verification may include a certificate, correspondence, receipt, or any type of confirmation that identifies the title of the program, sponsor

¹ Part G, Section 14 of the Rules of the Louisiana Supreme Court.

² Credit shall be given for programs designed to increase an interpreter’s practice skill and efficiency, thereby reducing the potential for error and encouraging delivery of timely and cost-effective service to limited English proficient individuals. Interpreters should request the OLA to recognize the course prior to taking it. OLA will make an reasonable attempt to consider all completed coursework submitted by interpreters.



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(including contact information), date, and number of hours completed.

- g. For the first reporting period (January 1, 2022 to January 1, 2025), there will be no fee for submitting the electronic compliance form. A fee of no more than \$25 may be charged for processing non-electronic documents including any paper verification or compliance forms.

Section 3: It shall be the responsibility of the court interpreter to comply with this Policy. Nevertheless, the OLA shall endeavor to notify certified and registered interpreters of the end of their reporting period.

Section 4: A court interpreter found not in compliance with this Policy shall be deleted from the court interpreter roster sixty (60) days after the end of the reporting period. The OLA shall notify the court interpreter of their non-compliance and deletion from the roster.

Section 5: The reporting period for new court interpreters shall commence January 1st following completion of the Louisiana court interpreter orientation.

Approved: 11/5/2021