

## **Interpreter Services**

### **When must the court appoint an interpreter?**

Under current law, if a court determines that a person has limited English proficiency and that an interpreter is necessary, in any kind of case (criminal or civil), the court must advise the person that he or she has the right to a qualified interpreter at the public's expense.

### **When is it optional for the court to appoint an interpreter?**

The court may authorize the use of interpreters in other court proceedings and actions. Additionally, an interpreter may be provided in the following circumstances: (a) if a person with limited English proficiency requests assistance of the clerk of circuit courts regarding a legal proceeding, the clerk may provide the assistance of a qualified interpreter to respond to the person's inquiry; and (b) with approval of the court, interpreter services outside the courtroom that are related to the court proceedings, including court-ordered psychiatric or medical exams or mediation.

The court may accept a waiver of the right to a qualified interpreter from a person with limited English proficiency at any point in a court proceeding, if the court advises the person of the nature and effect of the waiver, and determines on the record that the waiver has been made knowingly, intelligently, and voluntarily.

### **How is an interpreter requested?**

If you are represented by an attorney, the attorney should contact the Judge's Office to request an interpreter.

If you are not represented by an attorney, you should contact the court interpreters by telephone. It is important that you have your case number when you call.

### **Dane County Court interpreters' telephone numbers and schedules**

Fayme: 608-219-6896	Schedule: Mon. & Wed. all day, Fri. until noon
Jim: 608-219-6891	Schedule: Tues & Thurs all day, Wed. until noon

Please leave a message with your name, last names, telephone number, and case number. Thanks.