MISSOURI STATE COMMITTEE OF INTERPRETERS

LICENSURE LAW FOR INTERPRETERS
CHAPTER 209
RULES: 20 CSR 2232-1.010 TO 20 CSR 2232-3.020

MISSOURI COMMISSION FOR THE DEAF
AND HARD OF HEARING LAWS
CHAPTERS 161 and 209
RULES: 5 CSR 100-200.010 TO 5 CSR 100-200.210

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MISSOURI STATE COMMITTEE OF INTERPRETERS

STATE OF MISSOURI
Division of Professional Registration

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Pursuant to Executive Order 06-04, the Division of Professional Registration was transferred from the Department of Economic Development, Title 4, to the Department of Insurance, Financial Institutions and Professional Registration, Title 20. Effective September 30, 2006, the chapters of this rule were re-numbered in the Code of State Regulations *to implement this transfer.*

NOTE: Any reference to the title of the previous department or rule number within the text of the rule requires the board to file an official proposed amendment with the Office of the Secretary of State. The following provides a cross reference to the previous 4 CSR rule number and the new 20 CSR rule number.

Prev. Rule Number	*New Rule Number*	*Rule Title*
4 CSR 232-1.010	20 CSR 2232-1.010	Committee Information—General Organization
4 CSR 232-1.020	20 CSR 2232-1.020	Policy for Release of Public Records
4 CSR 232-1.030	20 CSR 2232-1.030	Fees
4 CSR 232-2.010	20 CSR 2232-2.010	Application for Licensure
4 CSR 232-2.020	20 CSR 2232-2.020	Application for Temporary License
4 CSR 232-2.030	20 CSR 2232-2.030	Name and Address Change, License Renewal, and Inactive License
4 CSR 232-3.010	20 CSR 2232-3.010	General Principles
4 CSR 232-3.020	20 CSR 2232-3.020	Consumer Welfare
4 CSR 232-3.030	20 CSR 2232-3.030	Mentorship

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STATE COMMITTEE OF INTERPRETER STATUTES

CHAPTER 209

209.319. State committee of interpreters to be established in division of professional registration, appointment, qualifications, terms, compensation--vacancies--quorum--meetings.

1. There is hereby established in the division of professional registration the "Missouri State Committee of Interpreters", which shall consist of seven members, including two public members. At least one of the public members shall be deaf. The committee members shall be appointed by the governor with the advice and consent of the senate. Each member of the committee shall be a citizen of the United States and a resident of this state and, except as provided in subsections 2 and 3 of this section, shall be licensed as an interpreter by this state.

2. The initial interpreter appointments made to the committee shall be made from interpreters who have voluntarily registered with the Missouri commission for the deaf and hard of hearing. In making the initial appointments to the committee, the governor shall stagger the terms of the appointees so that two members serve initial terms of two years, two members serve initial terms of three years, two members serve initial terms of four years and one member serves an initial term of one year.

3. At the time of appointment the public members shall be United States citizens, Missouri residents for a period of one year, registered voters, persons who are not and never were members of any profession licensed or regulated pursuant to sections 209.285 to 209.339, persons who do not have and never have had a material financial interest in providing interpreting services or persons who do not have and never have had a financial interest in an activity or organization directly related to interpreting.

4. Members shall be appointed to serve four-year terms. No person shall be eligible for reappointment who has served as a member of the committee for eight or more years. The membership of the committee shall reflect the differences in levels of certification, work experience and education. Not more than two interpreter educators shall be members of the committee at the same time.

5. A vacancy in the office of a member shall be filled by appointment by the governor for the remainder of the unexpired term. The governor may remove a committee member for misconduct, inefficiency, incompetence or neglect of his or her official duties after giving the committee member written notice of the charges against the committee member and an opportunity to be heard.

6. Each member of the committee shall receive as compensation an amount set by the committee not to exceed fifty dollars for each day devoted to the affairs of the committee and shall be reimbursed for necessary and actual expenses incurred in the performance of his or her official duties.

7. The committee shall hold an annual meeting at which it shall elect from its membership a chairperson and a secretary. The committee may hold such additional meetings as may be required in the performance of its duties. A quorum of the committee shall consist of four of its members.

8. The staff for the committee shall be provided by the director of the division of professional registration.

9. The committee may sue and be sued in its official name and shall have a seal which shall be affixed to all certified copies of records and papers on file and to such other instruments as the committee may direct. All courts shall take judicial notice of such seal. Copies of records and proceedings of the committee and of all papers on file with the division on behalf of the committee certified under the seal shall be received as evidence in all courts of record.

(L. 1994 S.B. 568 § 9, A.L. 1999 H.B. 343, A.L. 2002 H.B. 1783)

209.321. License required to practice interpreting--certain professions exempt--practice to be limited to training and education--not considered interpreting, when--out-of-state licensees, temporary interpreting permitted--provisional licensure, criteria.

1. No person shall represent himself or herself as an interpreter or engage in the practice of interpreting as defined in section 209.285 in the state of Missouri unless such person is licensed as required by the provisions of sections 209.319 to 209.339.

2. A person registered, certified or licensed by this state, another state or any recognized national certification agent, acceptable to the committee that allows that person to practice any other occupation or profession in this state, is not considered to be interpreting if he or she is in performance of the occupation or profession for which he or she is registered, certified or licensed. The professions referred to in this subsection include, but are not limited to, physicians, psychologists, nurses, certified public accountants, architects and attorneys.

3. A licensed interpreter shall limit his or her practice to demonstrated areas of competence as documented by relevant professional education, training, experience and certification. An interpreter not trained in an area shall not practice in that area without obtaining additional relevant professional education, training and experience through an acceptable program as defined by rule by the Missouri commission for the deaf and hard of hearing.

4. A person is not considered to be interpreting pursuant to the provisions of this section if, in a casual setting and as defined by rule, a person is acting as an interpreter gratuitously or is engaged in interpreting incidental to traveling.

5. A person is not considered to be interpreting pursuant to the provisions of this section if a person is engaged as

a telecommunications operator providing deaf relay service or operator services for the deaf.
6. A person is not considered to be interpreting under the provisions of this section if the person is currently enrolled in an interpreter training program which has been accredited by a certifying agency and approved by the committee. The training program shall offer a degree in interpreting from an accredited institution of higher education. Persons exempted under this provision shall engage only in activities and services that constitute part of a supervised course of study and shall clearly designate themselves by a title of the student, practicum student, student interpreter, trainee, or intern.
7. A person holding a current certification of license from another state or recognized national certification system deemed acceptable by the committee is not considered to be interpreting as defined in this chapter when temporarily present in the state for the purpose of providing interpreting services for a convention, conference, meeting, professional group, or educational field trip.
8. (1) The board for certification of interpreters shall grant a provisional certificate in education for any applicant who meets either of the following criteria:

(a) The applicant possesses a current valid certification in the Missouri interpreters certification system at either the novice or apprentice level and holds a valid license to provide interpreting services; or

(b) The applicant has submitted an application for certification in the Missouri interpreters certification system and an application for an interpreting license pursuant to sections 209.319 to 209.339 and has taken the written test and performance test or attests that he or she will complete the certification and licensure applications and take the written test within sixty days following the date of application for a provisional certificate in education and will complete the performance test within sixty days following passage of the written test.

(2) The board shall issue the provisional certificate in education within ten business days following receipt of a complete application.

(3) A provisional certificate issued under paragraph (a) of subdivision (1) of this subsection shall be valid for a term of three years and shall be renewed by the board, upon request by the certificate holder, for one additional term of three years if the certificate holder is reevaluated during the first term of issuance and achieves a higher level of certification in the Missouri interpreter certification system.

(4) A provisional certificate issued under paragraph (b) of subdivision (1) of this subsection shall be valid for one year and shall be renewed, upon request by the certificate holder, pursuant to subdivision (3) of this subsection if the certificate holder is reevaluated during the term of issuance and achieves a certification in the Missouri interpreter certification system. Such renewed certificate shall be subject to the term length and renewal provisions of subdivision (3) of this subsection.

(5) A provisional certificate in education shall be limited to providing interpreters services in preschool, elementary and secondary school settings or as allowed by any other valid Missouri certification or license held by the individual.

(6) A provisional certificate in education may be revoked by the board if the person makes any misrepresentations or fails to fulfill any commitment made pursuant to paragraph (b) of subdivision (1) of this subsection, or violates the provisions of section 209.317 or 209.334 or breaks any of the ethical rules of conduct for interpreters as established by state rule or fails to obtain the necessary continuing education credits required for certification maintenance.
(L. 1994 S.B. 568 § 10, A.L. 2002 H.B. 1783, A.L. 2004 S.B. 968 and S.B. 969)

209.322. Certificates recognized by the board.
The board shall recognize the following certificates:

(1) National Registry of Interpreters for the Deaf (NRID) certificates, which include Comprehensive Skills Certificate (CSC), Certificate of Interpreting/Certificate of Transliteration (CI/CT) and Certified Deaf Interpreter (CDI);

(2) National Association of the Deaf (NAD) certificate levels 3, 4 and 5; and

(3) A provisional public school certificate.
(L. 2002 H.B. 1783, A.L. 2004 S.B. 1122)

209.323. License application forms, content, oath, fee not refundable, qualifications, licenses expire, when--reinstatement procedure--replacement of license lost or destroyed.
1. Applications for licensure as an interpreter shall be submitted to the division on forms prescribed by the division and furnished to the applicant. The application shall contain the applicant's statements showing the applicant's education, certification by either the National Registry of Interpreters for the Deaf, National Association of the Deaf or Missouri Interpreter Certification System and such other information as the division may require. Each application shall contain a statement that it is made under oath or affirmation and that the information contained in the application is true and correct to the best knowledge and belief of the applicant, subject to the penalties, as

provided in sections 209.319 to 209.339, for the making of a false affidavit or declaration. Each application shall be accompanied by the required application fee. The application fee must be submitted in a manner as required by the committee and shall not be refundable. The applicant must be eighteen years of age or older.
2. Each license issued pursuant to the provisions of sections 209.319 to 209.339 shall expire on the renewal date. The division shall mail a renewal notice to the last known address of each licensee prior to the license renewal date. The license will expire and renewal may be denied upon failure of the licensee to provide the division with the information required for renewal including but not limited to satisfactory evidence of current certification or to pay the required renewal fee within sixty days of the license renewal date. The license may be reinstated within two years after the renewal date, if the applicant applies for reinstatement and pays the required license renewal fee plus a delinquency fee as established by the committee and provides evidence of current certification.
3. Except as provided in section 209.321, the committee with assistance from the division shall issue or renew a license to each person who files an application and fee as required by the provisions of sections 209.319 to 209.339 and who furnishes satisfactory evidence to the committee that he has complied with the provisions of subsection 1 or 2 of this section.
4. The committee may issue a new license to replace any license which is lost, destroyed or mutilated upon payment of a fee as provided by the committee.
(L. 1994 S.B. 568 § 11, A.L. 2002 H.B. 1783, A.L. 2004 S.B. 1122)

209.326. Temporary license issued to persons licensed in other states, procedure, fee limitation.
Any person who holds a valid unrevoked and unexpired license or certification as an interpreter issued by a state or organization other than this state and recognized by the committee and concurrently by the Missouri commission for the deaf and hard of hearing and, provided for by rule, may be granted a temporary license by the committee to practice interpreting in this state. The application for a temporary license must be accompanied by the appropriate fee as established by the committee and that fee is nonrefundable. If issued, the temporary license is valid for ninety days. A temporary license may not be issued to the same individual more than once per year. The committee may not issue more than one temporary license to an individual who has established residency in this state during the individual's residency.
(L. 1994 S.B. 568 § 12, A.L. 2002 H.B. 1783)

209.328. Ethical rules of conduct established by rules, duties of committee--other rules authorized.
1. Notwithstanding any other provision of sections 209.319 to 209.339, the committee may adopt rules and regulations, not otherwise inconsistent with sections 209.319 to 209.339, to carry out the provisions of sections 209.319 to 209.339. No rule shall be adopted except in accordance with the procedures set forth in chapter 536, RSMo. The committee may promulgate, by rule, "Ethical Rules of Conduct" governing the practices of interpreters.
2. The committee may promulgate rules and regulations pertaining to, but not limited to:
(1) The form and content of license applications required by the provisions of sections 209.319 to 209.339 and the procedures for filing an application for an initial license, renewal license or temporary license in this state;
(2) Fees required by the provisions of sections 209.319 to 209.339;
(3) The licenses and certifications recognized as qualifying credentials for an initial license, renewal license or temporary license;
(4) Establishment and promulgation of procedures for investigating and resolving complaints and violations occurring under the provisions of sections 209.319 to 209.339;
(5) Establishment of policy and procedure for reciprocity with other states, including states which do not have interpreter licensing laws or states whose licensing laws are not substantially the same as those of this state.
(L. 1994 S.B. 568 § 13)

209.331. Procedure to adopt rules.
No rule or portion of a rule promulgated under the authority of sections 209.285 to 209.339 shall become effective unless it has been promulgated pursuant to the provisions of section 536.024, RSMo.
(L. 1994 S.B. 568 § 14, A.L. 1995 S.B. 3)

209.332. State committee of interpreters fund established, purpose--transfer to general revenue, when--profession of interpreter not to be subject to taxation or licensing fees by municipalities.
1. There is hereby established in the state treasury a fund to be known as the "State Committee of Interpreters Fund". All fees provided for in sections 209.319 to 209.339 shall be collected by the director of the division of professional registration and shall be transmitted to the department of revenue for deposit in the state treasury for credit to this fund. Such funds, upon appropriation, shall be disbursed only in payment of expenses of maintaining the committee and for the enforcement of the provisions of sections 209.319 to 209.339. Warrants shall be drawn

on the state treasury for payment out of the fund.
2. The provisions of section 33.080, RSMo, to the contrary notwithstanding, money in this fund shall not be transferred and placed to the credit of general revenue until the amount in the fund at the end of the biennium exceeds two times the amount of the appropriation from the committee's fund for the preceding fiscal year or, if the board requires by rule license renewal less frequently than yearly, then three times the appropriation from the fund for the preceding fiscal year. The amount, if any, in the fund which shall lapse is that amount in the fund which exceeds the appropriate multiple of the appropriations from the fund for the preceding fiscal year.
3. No person who has been licensed by the committee as an interpreter in this state shall be taxed or made liable to pay any municipal or other corporation tax or license fee of any description whatever for the privilege of following or carrying on such profession.
(L. 1994 S.B. 568 §§ 15, 16)

209.334. Refusal to issue or renew license, grounds, complaint procedure--reinstatement procedure.
1. The committee may refuse to issue or renew any license required by the provisions of sections 209.319 to 209.339 for one or any combination of causes stated in subsection 2 of this section. The committee shall notify the applicant in writing of the reasons for the refusal and shall advise the applicant of his or her right to file a complaint with the administrative hearing commission as provided by chapter 621, RSMo.
2. The committee may cause a complaint to be filed with the administrative hearing commission as provided by chapter 621, RSMo, against any holder of any license required by sections 209.319 to 209.339 or any person who has failed to renew or has surrendered his license for any one or any combination of the following causes:
(1) Use of any controlled substance, as defined in chapter 195, RSMo, or alcoholic beverage to an extent that such use impairs a person's ability to engage in the occupation of interpreting;
(2) The person has been finally adjudicated and found guilty, or entered a plea of guilty or nolo contendere, in a criminal prosecution under the laws of any state or of the United States, for any offense reasonably related to the qualifications, functions or duties of an interpreter, for any offense an essential element of which is fraud, dishonesty or an act of violence, whether or not sentence is imposed;
(3) Use of fraud, deception, misrepresentation or bribery in securing any license issued pursuant to the provisions of sections 209.319 to 209.339 or in obtaining permission to take any examination given or required pursuant to the provisions of sections 209.319 to 209.339;
(4) Obtaining or attempting to obtain any fee, charge, tuition or other compensation by fraud, deception or misrepresentation;
(5) Incompetency, misconduct, fraud, misrepresentation or dishonesty in the performance of the functions or duties of interpreting;
(6) Violation of, or assisting or enabling any person to violate, any provision of sections 209.319 to 209.339, or of any lawful rule or regulation adopted pursuant to sections 209.319 to 209.339;
(7) Impersonation of any person holding a license or allowing any person to use his or her license or certification;
(8) Discipline of a license or other right to practice interpreting granted by another state, territory, federal agency or country upon grounds for which discipline is authorized in this state;
(9) Discipline of a certification issued by the Missouri commission for the deaf and hard of hearing or any other certifying body upon grounds for which discipline is authorized in this state if the licensee was given notice and an opportunity to be heard before the certification was disciplined;
(10) A person is finally adjudged incapacitated by a court of competent jurisdiction;
(11) Assisting or enabling any person to practice or offer to practice interpreting who is not licensed and currently eligible to practice under the provisions of sections 209.319 to 209.339;
(12) Issuance of a license based upon a material mistake of fact;
(13) Violation of any professional trust or confidence;
(14) Failure to display or present a valid license if so required by sections 209.319 to 209.339 or any rule promulgated pursuant thereto.
3. Any person, organization, association or corporation who reports or provides information to the committee pursuant to the provisions of sections 209.319 to 209.339 and who does so in good faith shall not be subject to an action for civil damages as a result thereof.
4. After the filing of such complaint, the proceedings shall be conducted in accordance with the provisions of chapter 621, RSMo. Upon a finding by the administrative hearing commission that the grounds, provided in subsection 2 of this section, for disciplinary action are met, the committee may singly or in combination, censure or place the person named in the complaint on probation on such terms and conditions as the committee deems appropriate for a period not to exceed five years, or may suspend, for a period not to exceed three years, or revoke the license.
5. In any order of revocation, the committee may provide that the person may not apply for reinstatement of his

license for three years after the revocation.
6. Before restoring to good standing a license issued pursuant to sections 209.319 to 209.339 which has been revoked, suspended or inactive for any cause, the committee shall require the applicant to submit to the committee, verification, from the Missouri commission for the deaf that the applicant has a current certification which qualifies that person for licensure.
(L. 1994 S.B. 568 § 17, A.L. 2002 H.B. 1783)

209.337. Violations, penalty--injunction granted when--venue.
1. A violation of any provision of sections 209.319 to 209.339 is a class A misdemeanor.
2. All fees or other compensation received for services rendered in violation of sections 209.319 to 209.339 shall be refunded.
3. The committee may sue in its own name in any court in this state. The department shall inquire diligently as to any violation of sections 209.319 to 209.339, shall institute actions for penalties herein prescribed, and shall enforce generally the provisions of sections 209.319 to 209.339.
4. Upon application by the committee, the attorney general may on behalf of the committee request that a court of competent jurisdiction grant an injunction, restraining order or other order as may be appropriate to enjoin a person from:

(1) Offering to engage or engaging in the performance of any acts or practices for which a certificate of registration or authority, permit or license is required upon a showing that such acts or practices were performed, offered to be performed without a certificate of registration or authority, permit or license; or

(2) Engaging in any practice or business authorized by a certificate of registration or authority, permit or license issued pursuant to sections 209.319 to 209.339 upon a showing that the holder presents a substantial probability of serious harm to the health, safety or welfare of any resident of this state or client of the licensee.

5. Any action brought pursuant to the provisions of this section shall be commenced either in the county in which such conduct occurred or in the county in which the defendant resides.
6. Any action brought pursuant to this section may be in addition to or in lieu of any penalty provided by sections 209.319 to 209.339 and may be brought concurrently with other actions to enforce sections 209.319 to 209.339.
(L. 1994 S.B. 568 § 18)

209.339. Conversation between a hearing person and a deaf person, interpreter is deemed a conduit, confidentiality, exceptions.
1. A person who interprets a conversation between a person who can hear and a deaf person is deemed a conduit for the conversation and may not disclose or be compelled to disclose by subpoena, the contents of the conversation which he facilitated without the prior consent of the person who received his professional services, except as provided in subsections 2 to 4 of this section.
2. A court may order disclosure of the contents of a conversation to provide evidence in proceedings related to criminal charges. However, all communications, which are privileged by law, shall be protected as privileged communications in the same manner when an interpreter is used.
3. The prohibition on disclosure of the contents of a conversation does not apply in any investigation, hearing or other proceeding to determine whether, and to what extent, a licensee should be disciplined. In addition no such licensee may withhold records or testimony bearing upon whether, and to what extent, a licensee should be disciplined, on the ground of not being permitted to disclose the contents of a conversation.
4. A person, whether or not a licensed interpreter, is not prohibited from disclosing, and may not refuse to disclose, the contents of a conversation in any proceeding related to allegations that the person has practiced interpreting without a license.
(L. 1994 S.B. 568 § 19)

STATE COMMITTEE OF INTERPRETER RULES

20 CSR 2232-1

20 CSR 2232-2

20 CSR 2232-3

Title 20—DEPARTMENT OF INSURANCE, FINANCIAL INSTITUTIONS AND PROFESSIONAL REGISTRATION
Division 2232—Missouri State Committee of Interpreters
Chapter 1—General Rules

20 CSR 2232-1.010 Committee Information—General Organization

PURPOSE: This rule describes the organization and general method of administration and communication concerning the Missouri State Committee of Interpreters.

(1) The purpose of the State Committee of Interpreters (hereinafter committee) is to regulate the practice of interpreting concerning the health, safety and welfare of the inhabitants of this state; to protect the inhabitants of this state through the dangerous, dishonest, incompetent, or unlawful practice of interpreting and to implement and sustain a system for the regulation of licensees.

(2) The committee shall meet at least once a year and as frequently as the committee or Division of Professional Registration re-quires. Annually, the committee shall elect a chairperson and secretary by a majority of committee member votes and in the absence of the chairperson, the secretary shall preside. All notices of meetings shall be posted in compliance with Chapter 610, RSMo.

(3) The director of the Division of Professional Registration or a designated representative of the division shall be responsible for keeping the minutes of committee proceedings and performing other duties as requested by the division or committee.

(4) Committee meetings will generally consist of establishing requirements for issuance and renewal of licenses, reviewing applications, interviewing applicants, and investigating complaints and inquiries regarding the unauthorized practice of interpreting and determining disciplinary actions regarding licensed interpreters.

(5) Unless otherwise provided by the statutes or regulations, all meetings of the committee may be conducted according to Robert's Rules of Order.

AUTHORITY: section 209.328, RSMo 1994. This rule originally filed as 4 CSR 232-1.010. Original rule filed Feb. 18, 1999, effective July 30, 1999. Moved to 20 CSR 2232-1.010, effective Aug. 28, 2006.*

**Original authority: 209.328, RSMo 1994.*

20 CSR 2232-1.020 Policy for Release of Public Records

PURPOSE: This rule establishes the policy in compliance with sections 610.010–610.030, RSMo, regarding the release of information on any meeting, record or vote of the committee.

(1) The Missouri State Committee of Interpreters is a public governmental body as defined in Chapter 610, RSMo, and adopts the following as its policy for compliance with the provisions of that chapter. This policy is open to public inspection and implements Chapter 610, RSMo, provisions regarding the release of information of any meeting, record, or vote of the committee that is not closed under this chapter.

(2) All public records of the Missouri State Committee of Interpreters shall be open for inspection and copying by any member of the general public during normal business hours (8 a.m. to 5 p.m. Monday through Friday; holidays excepted) except for those records required or authorized to be closed under section 610.021 or 620.010.14(7), RSMo, or any other applicable law. All public meetings of the Missouri State Committee of Interpreters will be open to the public except for those required or authorized to be closed under section 610.021 or 620.010.14(7), RSMo, or any other applicable law.

(3) The director of the Division of Professional Registration or a designated representative of the division shall be the custodian of records as required by section 610.023, RSMo. The division is responsible for maintaining committee records and responding to requests for access to public records.

(4) The division or committee may charge a reasonable fee, pursuant to rules promulgated by the committee, for the cost for researching, inspecting, and copying the records. Charges and payments of the fees shall be based upon the cost for researching and copying records and shall be according to subsections 20 CSR 2232-1.040(1)(E) and (G).

(5) All fees collected shall be remitted to the Director of Revenue for deposit to the credit of the State Committee of Interpreters Fund.

(6) The custodian shall maintain a file of copies of all written requests for access to records and responses to the requests. That file shall be maintained as a public record of the committee for inspection by any member of the general public during regular business hours.

AUTHORITY: section 209.328, RSMo 2000. This rule originally filed as 4 CSR 232-1.020. Original rule filed*

Feb. 18, 1999, effective July 30, 1999. Moved to 20 CSR 2232-1.020, effective Aug. 28, 2006. Amended: Filed May 27, 2008, effective Nov. 30, 2008.

**Original authority: 209.328, RSMo 1994.*

20 CSR 2232-1.030 Complaint Handling and Disposition

PURPOSE: This rule establishes a procedure for the receipt, handling and disposition of complaints involving interpreters.

(1) The Division of Professional Registration, in coordination with the Missouri State Committee of Interpreters, will receive and process each complaint made against any licensed interpreter, unlicensed individual or entity, in which the complaint alleges certain acts or practices may constitute one (1) or more violations of provisions of sections 209.319–209.339, RSMo, or the administrative rules involving interpreters. Any division staff member or committee member may file a complaint pursuant to this rule in the same manner as any member of the public.

(2) Complaints may be mailed or delivered to the following address: Missouri State Committee of Interpreters, 3605 Missouri Boulevard, PO Box 1335, Jefferson City, MO 65102. However, actual receipt of the complaint by the committee at its administrative offices in any manner shall be sufficient. Complaints may be based upon personal knowledge, or upon information and belief, reciting information received from other sources.

(3) All complaints shall be made in writing or by audiotape or videotape and shall fully identify the complainant by name and address. At the discretion of the committee, communication in person, via telephone or TTY may be considered and processed as a complaint. However, the person making such communication will be asked to supplement the communication with a written or taped complaint. Individuals with special needs as addressed by the Americans with Disabilities Act may notify the committee office at (573) 526-7787 (Voice) for assistance. The TTY number for Relay Missouri is (800) 735-2966 and for Voice Relay Missouri the telephone number is (800) 735-2466.

(4) Each complaint received under this rule will be logged and maintained by the division. The log will contain a record of each complainant's name; the name and address of the subject(s) of the complaint; the date each complaint is received by the committee; a brief statement concerning the alleged acts or practices; a notation indicating the complaint was closed by the committee or a disciplinary action was filed with the Administrative Hearing Commission; and the ultimate disposition of the complaint. This log shall be a closed record of the committee.

(5) Each complaint received according to this rule shall be acknowledged in writing. The complainant and the subject of the complaint shall be notified in writing of the ultimate disposition of the complaint.

(6) This rule shall not be deemed to limit the authority to file a complaint with the Administrative Hearing Commission charging the licensee with any actionable conduct or violation, whether or not such a complaint exceeds the scope of the acts charged in a complaint filed with the committee.

(7) This rule exists for the benefit of those members of the public who submit complaints to the committee. This rule is not deemed to protect or inure to the benefit of those licensees or other persons against whom the committee has instituted or may institute administrative or judicial proceedings concerning possible violations of the provisions of sections 209.319–209.339, RSMo.

AUTHORITY: sections 209.328.2(4), RSMo 1994 and 620.010.15(6), RSMo Supp. 1998. This rule originally filed as 4 CSR 232-1.030. Original rule filed Feb. 18, 1999, effective July 30, 1999. Moved to 20 CSR 2232-1.030, effective Aug. 28, 2006.*

**Original authority: 209.328, RSMo 1994 and 620.010, RSMo 1973, amended 1981, 1983, 1986, 1989, 1990, 1993, 1994, 1995.*

20 CSR 2232-1.040 Fees

PURPOSE: This rule establishes the fees for the licensure of interpreters.

(1) The following fees are established and are payable in the form of a cashier's check, personal check, or money order:

(A) Application for Licensure Fee ..... $ 75
(B) Annual License Renewal Fee ..... $ 90
(C) Late Renewal Penalty Fee ..... $ 60
(D) Inactive Fee ..... $ 30
(E) Reactivation Fee ..... $ 60
(F) Temporary License Fee ..... $ 25
(G) Fingerprinting fee
Amount to be determined by the Missouri State Highway Patrol
(H) Insufficient Funds Check Fee ..... $ 25
(I) Mentorship Application Fee ..... $ 10

(2) All fees are nonrefundable.

*AUTHORITY: section 209.328.2(2), RSMo 2000, and sections 43.543 and 324.039, RSMo Supp. 2013.**

This rule originally filed as 4 CSR 232-1.040. Original rule filed Feb. 18, 1999, effective July 30, 1999. Amended: Filed Dec. 1, 2000, effective May 30, 2001. Amended: Filed March 18, 2005, effective Sept. 30, 2005. Moved to 20 CSR 2232-1.040, effective Aug. 28, 2006. Amended: Filed Aug. 1, 2007, effective Jan. 30, 2008. Amended: Filed July 17, 2013, effective Jan. 30, 2014.

**Original authority: 43.543, RSMo 1993, amended 2003, 2005, 2008, 2013; 209.328, RSMo 1994; and 324.039, RSMo 2008.*

Title 20—DEPARTMENT OF INSURANCE, FINANCIAL INSTITUTIONS AND PROFESSIONAL REGISTRATION
Division 2232—Missouri State Committee of Interpreters
Chapter 2—Licensure Requirements

20 CSR 2232-2.010 Application for Licensure

PURPOSE: This rule outlines the procedure to apply for licensure as an interpreter.

(1) An application for licensure shall be submitted on the form provided by the committee and the form may be obtained by writing the division or committee at 3605 Missouri Boulevard, PO Box 1335, Jefferson City, MO 65102 or by calling (573) 526-7787. The TTY number for Relay Missouri is (800) 735-2966 and for Voice Relay Missouri the telephone number is (800) 735-2466.

(2) An application is not considered officially filed with the committee until it has been determined by the committee or division staff to be complete and the application is submitted on the form provided by the committee, typewritten or printed in black ink, signed, notarized, and accompanied by the application fee pursuant to 20 CSR 2232-1.040(1)(A).

(3) An application for licensure shall include proof of submission of fingerprints to the Missouri State Highway Patrol's approved vendor for both a Missouri State Highway Patrol and Federal Bureau of Investigations (FBI) fingerprint background check. Any fees due for fingerprinting background checks shall be paid by the applicant directly to the Missouri State Highway Patrol or its approved vendor(s).

(4) Following review by the committee or division staff, the applicant shall be informed in writing of the decision regarding the application for licensure.

AUTHORITY: section 43.543, RSMo Supp. 2013, and section 209.328.2(1) and (3), RSMo 2000. This rule originally filed as 4 CSR 232-2.010. Original rule filed Feb. 18, 1999, effective July 30, 1999. Moved to 20 CSR 2232-2.010, effective Aug. 28, 2006. Amended: Filed May 27, 2008, effective Nov. 30, 2008. Amended: Filed July 17, 2013, effective Jan. 30, 2014.*

**Original authority: 43.543, RSMo 1993, amended 2003, 2005, 2008, 2013 and 209.328, RSMo 1994.*

20 CSR 2232-2.020 Application for Temporary License

PURPOSE: This rule outlines the procedure for application for a temporary license.

(1) Application for a temporary license shall be submitted on the form provided by the committee and may be obtained by writing the division or committee at 3605 Missouri Boulevard, PO Box 1335, Jefferson City, MO 65102 or by calling (573) 526-7787. The TTY number for Relay Missouri is (800) 735-2966 and for Voice Relay Missouri the telephone number is (800) 735-2466.

(2) An application for a temporary license is not considered officially filed with the committee until it has been determined by the committee or division staff to be complete and the application is submitted on the form provided by the committee, typewritten or printed in black ink, signed, notarized, and accompanied by the application fee for temporary licensure pursuant to 20 CSR 2232-1.040(1)(D).

(3) An application for a temporary license shall include proof of submission of fingerprints to the Missouri State Highway Patrol's approved vendor for both a Missouri State Highway Patrol and Federal Bureau of Investigations (FBI) fingerprint background check. Any fees due for fingerprinting background checks shall be paid by the applicant directly to the Missouri State Highway Patrol or its approved vendor(s).

(4) Following review by the committee, the applicant shall be informed in writing of the decision regarding the application for a temporary license.

AUTHORITY: section 43.543, RSMo Supp. 2013, and section 209.328.2(1) and (3), RSMo 2000. This rule originally filed as 4 CSR 232-2.020. Original rule filed Feb. 18, 1999, effective July 30, 1999. Moved to 20 CSR 2232-2.020, effective Aug. 28, 2006. Amended: Filed May 27, 2008, effective Nov. 30, 2008. Amended: Filed July 17, 2013, effective Jan. 30, 2014.*

**Original authority: 43.543, RSMo 1993, amended 2003, 2005, 2008, 2013 and 209.328, RSMo 1994.*

20 CSR 2232-2.030 Name and Address Change, License Renewal, and Inactive License

PURPOSE: This rule outlines the requirements for changing a name or address and the process for renewing a license to practice as an interpreter.

(1) A licensed interpreter shall ensure the committee has the current legal name and address of the licensee.
(2) A licensed interpreter whose name is legally changed shall notify the committee within thirty (30) days of the name change.

(3) A licensed interpreter whose address has changed shall inform the committee of the address change within thirty (30) days of the effective date of the change.

(4) A license shall be renewed prior to the expiration of the license. Failure to receive a license renewal notice shall not relieve the licensee of the obligation to renew the license to practice as an interpreter and pay the required fee prior to the expiration date of the license. Renewals shall be postmarked no later than the expiration date of the license to avoid the late penalty fee as defined in 20 CSR 2232-1.040(1)(C).

(5) Licensees who request to be classified inactive may maintain their inactive status and receive a license indicating their inactive status by paying the inactive license renewal fee as provided in 20 CSR 2232-1.040. A holder of an inactive license shall not have his or her license reactivated until he or she pays the required reactivation fee, and in addition, submits proof of a current and valid certification. If a holder of an inactive license reactivates at the time of renewal, the licensee shall only be required to pay the renewal fee, and in addition, submit proof of a current and valid certification.

AUTHORITY: section 209.328.2, RSMo 2000, and section 324.039, RSMo Supp. 2013. This rule originally filed as 4 CSR 232-2.030. Original rule filed Feb. 18, 1999, effective July 30, 1999. Amended: Filed March 18, 2005, effective Sept. 30, 2005. Moved to 20 CSR 2232-2.030, effective Aug. 28, 2006. Amended: Filed May 27, 2008, effective Nov. 30, 2008. Amended: Filed July 17, 2013, effective Jan. 30, 2014.*

**Original authority: 209.328, RSMo 1994 and 324.039, RSMo 2008.*

20 CSR 2232-2.040 Certifications Recognized by the Board

PURPOSE: This rule allows applicants with certain national certifications to become licensed in Missouri.

(1) In addition to the certificates specified in section 209.322, RSMo, the following licenses and certifications are recognized as qualifying credentials for an initial license, renewal license, or temporary license:

(A) Certification issued by the National Association of the Deaf (NAD) and the Registry of Interpreters for the Deaf, Inc. (RID), doing business as NAD-RID National Interpreter Certification, c/o RID, Inc., 333 Commerce Street, Alexandria, VA 22314, as follows:

1. National Interpreter Certification (NIC);
2. NIC Advanced;
3. NIC Master; and
4. Educational Interpreter Performance Assessment (EIPA) at the level of 4.0 or higher.

AUTHORITY: section 209.328.2(3), RSMo 2000. Emergency rule filed Aug. 22, 2006, effective Sept. 1, 2006, expired Feb. 27, 2007. Original rule filed Aug. 22, 2006, effective Feb. 28, 2007. Amended: Filed Aug. 27, 2009, effective Feb. 28, 2010.*

**Original authority: 209.328, RSMo 1994.*

Title 20—DEPARTMENT OF INSURANCE, FINANCIAL INSTITUTIONS AND PROFESSIONAL REGISTRATION
Division 2232—Missouri State Committee of Interpreters
Chapter 3—Ethical Rules of Conduct

20 CSR 2232-3.010 General Principles

PURPOSE: This rule provides the ethical principles governing the practice of interpreting.

(1) The Ethical Rules of Conduct for Interpreters (hereinafter ethical rules) shall apply to a licensed interpreter, temporary licensed interpreter, applicant for licensure and applicant for temporary licensure (hereinafter referred to as interpreter or interpreters). A violation of these ethical rules constitutes unprofessional conduct and is sufficient reason for disciplinary action.

(2) An interpreter must maintain a current certification. For the purposes of this rule, certification is defined as National Registry of Interpreters for the Deaf (NRID) certificates, which include Comprehensive Skills Certificate (CSC), Certificates of Interpreting/ Certificate of Transliteration (CI/CT) and Certified Deaf Interpreter (CDI); National Association of the Deaf (NAD) certificate levels 3, 4, and 5; and Missouri Interpreter Certification System.

(3) An interpreter shall not interpret in a setting beyond his or her certification level, as provided for in 5 CSR 100-200.170.

(A) This rule does not apply to a licensed, certified interpreter acting in a mentee role as outlined in 20 CSR 2232-3.030.

(4) A person is not considered to be interpreting pursuant to sections 209.319 to 209.339, RSMo if, in a casual setting, a person is acting as an interpreter gratuitously or is engaged in interpreting incidental to traveling.

(A) A casual setting is defined as any event in which the sole purpose of communication is social or family interaction and at which no decisions are made with long-term effects of a legal, financial, or medical nature.

(5) For the purpose of these rules, a consumer shall be defined as any person, persons, or entity receiving interpreting services.

(6) An interpreter shall not accept or continue an assignment if the interpreter does not possess the ability, education, training, experience, and qualifications as defined in 20 CSR 2232-3.010(2).

(7) An interpreter shall convey the content and affect of the source message transmitted, in a culturally and linguistically accurate manner, using the language or communication system most readily understood by the consumer.

(A) For the purpose of these rules, message shall mean the auditory or visual information that is to be interpreted into another language or communication system.

(8) An interpreter shall not misrepresent her/his licensure, ability, education, training, educational credentials, or certification as defined in 20 CSR 2232-3.010(2).

(9) The interpreter shall not interject personal opinion during an assignment or on matters pertaining to the assignment.

(10) The interpreter shall safeguard any information obtained relating to an assignment. If an interpreting assignment is an event open to the public, the interpreter may disclose information regarding the location of the assignment and general nature of the event.

(11) When an assignment is not an event open to the public, an interpreter shall not disclose information relating to the assignment to include location, nature of the assignment, or individuals present during the assignment without the written consent of the consumer.

(A) For the purpose of this rule, an interpreter may disclose the general location of an assignment for the purpose of contacting the interpreter, in the event of an emergency. However, the interpreter shall remain responsible for any unauthorized disclosure of information relating to an interpreting assignment.

(B) An interpreter may reveal such information as reasonably necessary to establish a claim or defense in a legal proceeding.

(12) The interpreter shall not accept or continue an assignment when the objectivity or competency of the interpreter is or can reasonably be expected to be impaired because of an emotional, mental, psychological, or substance abuse disorder.

(13) The interpreter shall not accept or continue an assignment if the interpreter's inability to remain neutral affects the interpretation.

(14) The interpreter shall not accept or continue an interpreting assignment when the objectivity or competency of the interpreter is impaired because of the interpreter's familial, sexual, and/or emotional relationship with the consumer or consumer's family.

(15) If the interpreter discovers a need to withdraw from an assignment, the interpreter shall advise the consumer.

(16) An interpreter shall not delegate an assignment to a person who is not qualified or does not possess the appropriate certification, as defined in rule 20 CSR 2232-3.010(2), for the service to be provided.

(17) An interpreter shall not engage in an exploitive relationship with a consumer. For the purposes of these ethical rules of conduct, an exploitive relationship is any relationship between the interpreter and consumer that may take advantage of, or cause harm to, the consumer. Examples of exploitive relationships include, but are not limited to:

(A) Extending or lengthening an assignment for the purpose of financial gain.

(B) Requesting a consumer reset an appointment so that the interpreter can attend another appointment, for the purpose of financial gain.

(C) Suggesting to a consumer that the interpreter has special skills or abilities that make him or her specially suited for an assignment, unless the suggestion is based on fact.

(D) Suggesting to a consumer that another interpreter is not qualified or able to interpret for a particular consumer, deaf person, or in a particular setting, unless the suggestion is based on fact.

(18) An interpreter shall maintain an appearance that

does not interfere with the message as defined in 20 CSR 2232-3.010(7)(A).

(19) An interpreter must respond in writing, within thirty (30) days from the date of a written request or inquiry from the committee, mailed to the interpreter's address currently registered with the committee.

(A) A request for an extension of time to respond to the committee's written request or inquiry shall include a good faith explanation of the need for additional time and an estimate of when the response can be expected. Requests shall be granted at the committee's discretion.

(B) If an interpreter cannot disclose relevant information in response to the committee's written request or inquiry, the interpreter shall so state in the timely response. Such a response shall fully state the nature of any privilege or privacy right asserted. Any non-privileged or non-private information relevant to the committee's request or inquiry shall be included in the response.

(20) An interpreter shall not practice interpreting as defined in section 209.285(20), RSMo upon the lapse, expiration, suspension, or revocation of a certification.

AUTHORITY: section 209.328.1, RSMo 2000 and sections 209.285, 209.321, and 209.334, RSMo Supp. 2007. This rule originally filed as 4 CSR 232-3.010. Original rule filed Feb. 18, 1999, effective July 30, 1999. Amended: Filed Dec. 1, 2000, effective May 30, 2001. Amended: Filed Nov. 6, 2002, effective May 30, 2003. Amended: Filed Sept. 8, 2003, effective March 30, 2004. Amended: Filed March 18, 2005, effective Sept. 30, 2005. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2232-3.010, effective Aug. 28, 2006. Amended: Filed July 17, 2006, effective Jan. 30, 2007. Amended: Filed Dec. 14, 2007, effective June 30, 2008.*

**Original authority: 209.285, RSMo 1994, amended 2002; 209.321, RSMo 1994, amended 2002, 2004; 209.328, RSMo 1994; and 209.334, RSMo 1994, amended 2002.*

20 CSR 2232-3.020 Consumer Welfare

PURPOSE: This rule provides the ethical principles governing the practice of interpreting and the consumer.

(1) Before beginning an interpreting assignment, an interpreter shall provide to the consumer and purchaser of the interpreter's services the following elements of informed consent:

(A) License and level of certification;

(B) Relationship to the consumer;

(C) If videotaping is utilized, how the tapes will be used; and

(D) If the interpreter is serving as a mentor for another interpreter, how confidentiality is maintained relating to the assignment.

(2) Upon request from a consumer, the interpreter shall provide the following:

(A) Services the interpreter will provide;

(B) Financial arrangements; and

(C) Limits to confidentiality regarding an individual, couple, family, or group.

(3) When interpreting multiple assignments for the same consumer(s) or platform interpreting, an interpreter shall not be required to provide the information outlined in 20 CSR 2232-3.020(1) before beginning the assignment.

(4) Within the limits of the law, an interpreter shall report to the committee all knowledge pertaining to known or suspected violations of the laws and regulations governing the practice of interpreting as defined in section 209.285.1(20), RSMo, and any other applicable laws or rules.

AUTHORITY: section 209.328.2(1) and (3), RSMo 2000. This rule originally filed as 4 CSR 232-3.020. Original rule filed Feb. 18, 1999, effective July 30, 1999. Moved to 20 CSR 2232-3.020, effective Aug. 28, 2006. Amended: Filed May 27, 2008, effective Nov. 30, 2008.*

**Original authority: 209.328, RSMo 1994.*

20 CSR 2232-3.030 Mentorship

PURPOSE: This rule outlines how an interpreter may participate in an area above the skill level currently held by the mentee as prescribed in 5 CSR 100-200.170 Skill Level Standards on the basis of a mentor relationship.

(1) For the purpose of this rule, a mentorship is a supervised professional experience in which a mentor interpreter provides instruction, guidance, and oversight to a mentee interpreter while engaged in a series of instructional activities designed with the purpose of attaining clearly defined, specific professional development goals.

(A) Applications for mentorship shall be submitted to the committee on forms prescribed by the committee and furnished to the applicant prior to the start of the mentorship. The application shall contain statements demonstrating the education, professional experience, and certification by either the National Registry of Interpreters for the Deaf, National Association of the Deaf, or Missouri Interpreters Certification System and such other information as the committee may require.

The application shall also contain a description of the professional development goals for the mentorship, the instructional activities that will be used to accomplish those goals, and the methods of assessment that will be used to evaluate those goals.

(B) Each application shall be accompanied by the required application fee. The application fee must be submitted in a manner as required by the committee and shall not be refundable. A mentorship shall be valid for a period of time not to exceed six (6) consecutive months.

(2) A mentor interpreter shall be an interpreter who has a current license, and a current Missouri Interpreters Certification System (MICS) Intermediate, Advanced or Comprehensive certification or a current National Registry of Interpreters for the Deaf (NRID) or National Association of the Deaf (NAD) certification as prescribed in section 209.322, RSMo.

(A) The mentor shall be limited to a maximum of three (3) mentoring relationships during any six (6) consecutive month period.

(3) A mentee shall be an interpreter who has a current license, and a current Missouri Interpreters Certification System (MICS) Novice, Apprentice or Intermediate certification or a current National Association of the Deaf (NAD) level 3 certification as prescribed in section 209.322, RSMo.

(A) The mentee shall be limited to a maximum of three (3) mentoring relationships during any six (6) consecutive month period.

(4) While engaged in a mentorship approved by the committee and while under the direct supervision of a mentor interpreter, a mentee interpreter may interpret in an interpreting assignment that is one (1) skill level above the mentee's current certification level as prescribed in the Skill Level Standards, 5 CSR 100-200.170.

(A) The mentee shall revert the duties of the assignment to the mentor at the mentor's request.

(B) A mentor shall function as a guide and provide oversight to the mentee in the interpreting assignment. The mentor must have the appropriate training, skills, education, and certification for the assignment as required by the Skill Level Standards (5 CSR 100-200.170).

(C) The mentor must be present and is responsible for the accuracy of the interpretation within the interpreting assignment.

(D) Prior to the interpreting assignment, all participants in the assignment must be informed of the license and certification level held by the mentor interpreter and mentee interpreter as required in 20 CSR 2232-3.020 and of the responsibilities of the mentor interpreter and mentee interpreter as defined in 20 CSR 2232-3.030(4).

(E) Prior to the interpreting assignment, all participants in the assignment must give approval for the mentee interpreter to interpret, while under the direct supervision of the mentor interpreter.

(F) The mentor is not responsible for the actions and conduct of the mentee outside of the interpreting assignment.

(G) The interpreting assignment shall be no more than two (2) hours in length.

(H) Interpreting assignments utilized for mentorship will not include medical, mental health or legal assignments, which require Advanced or Comprehensive certification as prescribed by the Skill Level Standards, 5 CSR 100-200.170.

AUTHORITY: section 209.328.1, RSMo 2000. This rule originally filed as 4 CSR 232-3.030. Original rule filed March 18, 2005, effective Sept. 30, 2005. Moved to 20 CSR 2232-3.030, effective Aug. 28, 2006. Amended: Filed Dec. 14, 2007, effective June 30, 2008.*

**Original authority: 209.328, RSMo 1994.*

COMMISSION FOR THE DEAF & HARD OF HEARING STATUTES

CHAPTERS 161 & 209

161.400. Commission for the deaf and hard of hearing created--appointment--qualifications--terms--expenses--chairperson --deaf members to be provided with interpreters, cost for, how paid.

1. As used in sections 161.400 to 161.405, the term "commission" means the Missouri commission for the deaf and hard of hearing.

2. There is hereby established within the department of elementary and secondary education a commission, to be known as the "Missouri Commission for the Deaf and Hard of Hearing", which shall be composed of nine members. Each member shall be appointed by the governor for a term of three years, except that, of the members first appointed, three shall be appointed for a term of three years, three for a term of two years and three for a term of one year. Of the members appointed, two shall be deaf or hard of hearing, one shall be a parent of a deaf or hard of hearing child, one shall be a representative of an organization representing the interests of the deaf or hard of hearing, one shall be a representative of the Missouri School for the Deaf or the department of elementary and secondary education, one shall be an interpreter for the deaf, one shall be a representative of the business community, one shall be a representative of local public school administration and one shall be a professional from one of the following fields: audiology, psychology, speech pathology, mental health or medicine. No person shall be eligible to serve more than two successive terms, except that a person appointed to fill a vacancy may serve two additional successive terms. The members shall receive no compensation for their services on the Missouri commission for the deaf and hard of hearing, but shall be reimbursed for ordinary and necessary expenses incurred in the performance of their duties. The provisions of this subsection shall not prevent any person serving on the commission on August 28, 1994, from completing the term for which that person was appointed.

3. A chairperson shall be selected by the commission from among its members. The commission shall meet at the call of the chairperson, but not less than four times per year. Professional interpreting services for the deaf members shall be provided for at every meeting of the commission, with the expense of the services to be borne by the commission.

(L. 1988 H.B. 1385 § 1, A.L. 1994 H.B. 1044 merged with S.B. 568, A.L. 2002 H.B. 1783)

161.403. Executive director--qualifications--compensation, office space, staff, to be provided by department.

1. The commission shall appoint an executive director, who shall serve as an executive officer of the commission. As a priority, the director shall be a deaf or hard of hearing person or shall have a background and knowledge of deafness and shall be fluent in using and reading American sign language or signed English as a means of communication.

2. Salary, office space and staff for the executive director shall be provided by the department of elementary and secondary education.

(L. 1988 H.B. 1385 § 2, A.L. 2002 H.B. 1783)

161.405. Commission to function as agency of state--purpose--powers and duties.

The commission shall function as an agency of the state to advocate public policies, regulations and programs to improve the quality and coordination of existing services for deaf and hard of hearing persons and to promote new services whenever necessary. The commission shall:

(1) Promote deaf awareness to the general public and serve as a consultant to any public agency needing information regarding deafness;

(2) Develop a system of state certification for those individuals serving as interpreters of the deaf by:

(a) Conducting evaluations; and

(b) Developing a fee scale for different classes of interpreters;

(3) Maintain the quality of interpreting services by:

(a) Conducting interpreter training workshops to update knowledge and skills; and

(b) Working closely with the institutions of higher education which provide, or plan to provide, instructional programs for learning sign language;

(4) Conduct and maintain a census of the deaf population in Missouri;

(5) Promote the development of a plan which advocates the initiation of improved physical and mental health services for deaf Missourians;

(6) Conduct or make available workshops or seminars as needed for educating nondeaf individuals of the problems associated with deafness and ways by which these groups or agencies can more effectively interact with those who are deaf;

(7) Promote the development of services for deaf and hard of hearing adults, such as shelter homes, independent living skill training facilities and postschool educational training which will help provide for those deaf and hard of hearing individuals requiring such services an opportunity to live independently;

(8) Establish a network for effective communication among the deaf adult community and promote the establishment of TDD relay services where needed;

(9) Develop and establish interpreting services for state agencies.
(L. 1988 H.B. 1385 § 3, A.L. 1994 H.B. 1044 merged with S.B. 568, A.L. 2002 H.B. 1783)

161.407. Census of deaf population of state, purpose--census report content, filed when.
1. In order to conduct and maintain a census of the deaf population in Missouri as mandated in section 161.405, the Missouri commission for the deaf and hard of hearing shall establish a census information system. The commission may also use the data collected by the census to determine needs of Missouri citizens who have a hearing loss.
2. Licensed professional clinical audiologists, licensed otolaryngologists, licensed hearing aid fitters and dealers or their designee shall inform all patients of the commission's purpose to maintain a census of the deaf population in Missouri and of the statutory requirement to file a report of deafness and hearing loss to the commission within one month of identification of such deafness or hearing loss.
3. To provide an accurate census of the deaf population in Missouri, the census report shall include the name of the patient, the patient's address, the patient's birth date, the type of hearing loss and, if known, the cause of the hearing loss being treated. The census report shall be on forms provided or approved by the commission. In order to protect identifying information, the commission shall assign a unique identifier for each report maintained in the census information system.
4. Nothing in sections 161.400 to 161.411 shall be construed to compel any individual to submit to any medical examination, treatment or supervision nor any examination, treatment or supervision by the commission of any kind.
(L. 1994 H.B. 1044 merged with S.B. 568, A.L. 2002 H.B. 1783)

161.409. Confidentiality of all reports and records maintained by commission--violation, penalty--release of information, no liability, exception.
1. The commission shall ensure the confidentiality of all reports and records made pursuant to sections 161.400 to 161.411 and maintained by the commission.
2. Only designated staff of the commission shall have access to the reports and records in which a hearing loss was substantiated.
3. The commission shall not reveal the identity of a person diagnosed with a hearing loss, a reporting professional clinical audiologist, otolaryngologist, hearing aid fitter and dealer, hospital or clinic.
4. The data accumulated through the reporting system established in section 161.407 may be made public by the commission to advance research, education and services regarding persons with hearing loss. However, the data shall be organized in such a manner that no individual may be identified.
5. Any person who knowingly violates the provisions of this section, or who permits or encourages the unauthorized dissemination of information contained in the reports and records of the commission made pursuant to sections 161.400 to 161.411, shall be guilty of a class A misdemeanor.
6. No individual or organization providing information to the commission in accordance with sections 161.400 to 161.411 shall be held liable in a civil or criminal action for divulging confidential information unless such individual or organization acted in bad faith or with malicious purpose.
(L. 1994 H.B. 1044 merged with S.B. 568)

161.410. Missouri commission for the deaf and hard of hearing fund created in the state treasury, deposits and disbursements.
1. The executive director of the Missouri commission for the deaf and hard of hearing shall administer a revolving fund to be known as the "Missouri Commission for the Deaf and Hard of Hearing Fund" which is hereby established in the state treasury. The fund shall consist of appropriations made by the general assembly, any gifts, contributions, grants, or bequests received from federal, private, or other sources, and moneys transferred or paid to the commission in return for goods and services provided by the commission to any governmental entity or the public. The state treasurer shall approve all disbursements from the fund for the purchase of goods or services at the request of the executive director of the commission.
2. Notwithstanding the provisions of section 33.080, RSMo, to the contrary, moneys in the fund shall not revert to the credit of the general revenue fund.
(L. 2002 H.B. 1783, A.L. 2006 S.B. 900)

209.285. Definitions.
As used in sections 209.285 to 209.339, unless the context clearly requires otherwise, the following terms mean:
(1) "American sign language", a visual-gestural system of communication that has its own syntax, rhetoric and grammar. American sign language is recognized, accepted and used by many deaf Americans. This native language represents concepts rather than words;

(2) "Board", the Missouri board for certification of interpreters, established within the commission in section 209.287;

(3) "Certification", a document issued by the Missouri commission for the deaf and hard of hearing declaring that the holder is qualified to practice interpreting at a disclosed level;

(4) "Commission", the Missouri commission for the deaf and hard of hearing;

(5) "Committee", the Missouri state committee of interpreters, established in section 209.319;

(6) "Conversion levels", the process of granting levels of certification by the commission to individuals holding certification from another state or within another certification system in this state or another state;

(7) "Coordinator", a staff person, hired by the executive director of the Missouri commission for the deaf and hard of hearing, who shall serve as coordinator for the Missouri interpreter certification system;

(8) "Deaf person", any person who is not able to discriminate speech when spoken in a normal conversational tone regardless of the use of amplification devices;

(9) "Department", the department of insurance, financial institutions and professional registration;

(10) "Director", the director of the division of professional registration;

(11) "Division", the division of professional registration;

(12) "Executive director", the executive director of the Missouri commission for the deaf and hard of hearing;

(13) "Interpreter", any person who offers to render interpreting services implying that he or she is trained, and experienced in interpreting, and holds a current, valid certification and license to practice interpreting in this state; provided that a telecommunications operator providing deaf relay service or a person providing operator services for the deaf shall not be considered to be an interpreter;

(14) "Interpreter trainer", a person, certified and licensed by the state of Missouri as an interpreter, who trains new interpreters in the translating of spoken English or written concepts to any necessary specialized vocabulary used by a deaf consumer. Necessary specialized vocabularies include, but are not limited to, American sign language, Pidgin Signed English, oral, tactile sign and language deficient skills;

(15) "Interpreting", the translating of English spoken or written concepts to any necessary specialized vocabulary used by a deaf person or the translating of a deaf person's specialized vocabulary to English spoken or written concepts; provided that a telecommunications operator providing deaf relay service or a person providing operator services for the deaf shall not be considered to be interpreting. Necessary specialized vocabularies include, but are not limited to, American sign language, Pidgin Signed English, oral, tactile sign and language deficient skills;

(16) "Language deficient", mode of communication used by deaf individuals who lack crucial language components, including, but not limited to, vocabulary, language concepts, expressive skills, language skills and receptive skills;

(17) "Missouri commission for the deaf", Missouri commission for the deaf and hard of hearing established in section 161.400;

(18) "Oral", mode of communication having characteristics of speech, speech reading and residual hearing as a primary means of communication using situational and culturally appropriate gestures, without the use of sign language;

(19) "Pidgin Signed English", a mode of communication having characteristics of American sign language;

(20) "Practice of interpreting", rendering or offering to render or supervise those who render to individuals, couples, groups, organizations, institutions, corporations, schools, government agencies or the general public any interpreting service involving the translation of any mode of communication used by a deaf person to spoken English or of spoken English to a mode of communication used by a deaf person;

(21) "Tactile sign", mode of communication, used by deaf and blind individuals, using any one or a combination of the following: tactile sign, constricted space sign or notetaking.

(L. 1994 S.B. 568 § 1, A.L. 2002 H.B. 1783, A.L. 2008 S.B. 788)

209.287. Board for certification of interpreters established--appointment, qualification, terms--expenses--meetings--chairman elected how--quorum--removal from office, procedure.

1. There is hereby established within the Missouri commission for the deaf and hard of hearing a board to be known as the "Board for Certification of Interpreters", which shall be composed of five members. The executive director of the Missouri commission for the deaf and hard of hearing or the director's designee shall be a nonvot**ing** member of the board.

2. The members shall be appointed by the governor with the advice and consent of the senate from a list of recommendations from the commission. The members shall be appointed for terms of three years, except those first appointed whose terms shall be staggered and one member appointed to serve for one year, two members to serve for two years and two members to serve for three years. No member shall be eligible to serve more than two consecutive terms, except a person appointed to fill a vacancy for a partial term may serve two additional terms. Two of the members appointed shall be deaf, two shall be certified interpreters and one shall be deaf or a

certified interpreter. The members shall be fluent in American sign language, Pidgin Signed English, oral, tactile sign, or any specialized vocabulary used by deaf persons. The member shall have a background and knowledge of interpreting and evaluation.
3. The members shall receive no compensation for their services on the board, but the commission shall reimburse the members for actual and necessary expenses incurred in the performance of their official duties. The board shall meet not less than two times per year. The board shall elect from its membership a chairperson and a secretary. A quorum of the board shall consist of three of its members.
4. Any member of the commission may petition the governor to remove a member from the board for the following reasons: misconduct, inefficiency, incompetence or neglect of his official duties. The governor may remove the member after giving the committee member written notice of the charges against him and an opportunity to be heard pursuant to administrative procedures in chapter 621, RSMo.
(L. 1994 S.B. 568 § 2, A.L. 2002 H.B. 1783)

209.289. Coordinator to be hired, qualifications, salary and expenses.
The executive director shall hire a coordinator, who shall serve as coordinator of the Missouri interpreters certification system. The coordinator shall have a background in interpreter testing and interpreting. The salary and office space for the coordinator shall be appropriated to and provided by the commission. The salary of the coordinator shall be paid out of general revenue funds. All other expenses for the administration of sections 209.287 to 209.318 shall be paid from the interpreters fund established in section 209.318.
(L. 1994 S.B. 568 § 3)

209.292. Board's powers and duties--evaluation team to be appointed, qualifications, expenses--removal from team, procedure.
1. The board shall, with the approval of the commission:
(1) Prescribe qualifications for each of the several levels of certification based on proficiency and shall evaluate and certify interpreters using such qualifications;
(2) Issue the certificates, bearing the signature of the executive director, necessary to qualify for a license to interpret;
(3) Develop a fee scale for interpreting services, pursuant to section 161.405, RSMo;
(4) Maintain the quality of interpreting services, pursuant to section 161.405, RSMo, by:
(a) Generating ideas for conducting interpreter training workshops to update knowledge and skills; and
(b) Suggesting institutions of higher education to provide interpreter training programs;
(5) Develop specific guidelines for the use of interpreters according to their level of certification and submit the guidelines to the division and copies to be distributed to state departments, agencies, commissions, courts, interpreters and to the public;
(6) Develop ethical rules of conduct to be recommended for adoption by the division;
(7) Develop fees for application, administration of an evaluation, conversion and certificate renewal, to cover the cost of the certification system and administration;
(8) Compile a statewide registry of interpreters by skill level and include recommendations relating to the appropriate selection and utilization of interpreters for the deaf. The registry shall be made available to and recommended for adoption by state commissions, departments and agencies;
(9) Develop a conversion system and policy for accepting other certification systems into the certification offered by the Missouri commission for the deaf and hard of hearing;
(10) Develop acceptable professional development activities to maintain certification;
(11) Investigate and implement the most appropriate testing model for interpreter certification;
(12) When necessary, develop an evaluation team, appointed by the commission, to assist in evaluating interpreters;
(13) Provide opportunity to hear grievances against the certification process or one of its members using the guidelines established in chapter 621, RSMo.
2. An evaluation team appointed pursuant to subdivision (12) of subsection 1 of this section shall have similar backgrounds to the members of the board. The evaluation team shall serve at the pleasure of the commission. The commission shall reimburse evaluators for actual and necessary expenses incurred in the performance of their official duties and may fairly compensate them. A member of an evaluation team may be removed from the team by the executive director, after notice and an opportunity to be heard, for the following reasons: misconduct, inefficiency, incompetence or neglect of official duties.
(L. 1994 S.B. 568 § 4, A.L. 2002 H.B. 1783)

209.295. Rules and regulations, authority to promulgate, duties of commission.
The commission may promulgate rules and regulations pertaining to, but not limited to:

(1) The form and content of certification applications and the procedures for filing an application for an initial certification and renewal certification in this state;

(2) Fees required for the operation of the certification system, including, but not limited to, application fees, evaluation fees, renewal fees, conversion fees or any other fees relating to the certification;

(3) The certifications recognized as qualifying credentials for initial or conversion certification;

(4) Establishment of policy and procedure for conversion with other states' certification systems;

(5) Guidelines for the use of interpreters according to their level of certification;

(6) Maintenance and upkeep of skills, also known as continuing education or professional development training;

(7) Minimum educational, training, experience and any necessary and appropriate certifications for interpreter trainers, as well as any necessary continuing education and training requirements for interpreter trainers;

(8) Any other necessary and proper rules, decision or policy in regard to evaluation, certification and maintaining a certification according to the procedures set forth in chapter 536, RSMo.

(L. 1994 S.B. 568 § 5)

209.297. Applications for certification, content, oath--fee not refundable--applicant to be given date for evaluation.
1. Applications for certification as an interpreter:

(1) Shall be submitted in writing to the commission on forms prescribed by the commission and furnished to the applicant;

(2) Shall satisfactorily evidence the applicant's education, training, experiences, certification, at the time of application, the applicant is eighteen years of age or older and other information as the commission may require;

(3) Shall contain a statement that it is made under oath or affirmation and that the information contained therein is true and correct to the best knowledge and belief of the applicant and that the applicant is subject to the penalties for making a false affidavit or declaration;

(4) Shall be accompanied by the required application fee, submitted in a manner as required by the commission and shall not be refundable.

2. When the commission receives the application, the coordinator hired pursuant to section 209.289 shall notify the applicant of the earliest and most appropriate date for the applicant to be evaluated or converted.

(L. 1994 S.B. 568 § 6 subsecs. 1, 2)

209.299. Evaluations to be held where and when--coordinator to notify applicants of score.
The board shall schedule evaluations for persons seeking certification, at a central location, at least four times each year in 1995 and 1996, and at least twice a year thereafter, according to the number of applicants seeking certification. As soon as possible after completion of an evaluation, the coordinator shall notify the applicant of his score and level of certification.

(L. 1994 S.B. 568 § 6 subsec. 3)

209.302. Eligibility for evaluation.
An evaluation shall be available to the following, including, but not limited to:

(1) New interpreters;

(2) Uncertified, qualified interpreters;

(3) Certified interpreters, advancing to another certification level;

(4) An interpreter who is certified by a certification system other than the commission;

(5) Uncertified interpreters who have not interpreted for one year or more; and

(6) Interpreter trainers.

(L. 1994 S.B. 568 § 6 subsec. 4)

209.305. Evaluations, subjects to be covered--confidentiality of tests and records.
1. The evaluation shall be an assessment of interpreter's language skills, expressive and receptive skills, professionalism, knowledge of interpreting and ethical practices. Modes of communication that shall be evaluated include, but are not limited to:

(1) American sign language;

(2) Tactile sign;

(3) Language deficient;

(4) Oral;

(5) Pidgin Signed English; and

(6) Any necessary specialized vocabulary, language or mode of communication in popular or regional use among deaf people.

2. The board or an evaluation team shall use testing materials developed by the commission or contracted with a national organization to assess the qualifications of interpreters. All testing materials and records shall be held confidential by the commission.

(L. 1994 S.B. 568 § 6 subsecs. 5, 6)

209.307. Conflict of interest for board or evaluation team, effect.

Any member of the board or an evaluation team who has a conflict of interest that may have a direct effect on an evaluation shall excuse himself from the evaluation. The remaining members, not consisting of less than three members, shall assess that individual's performance.

(L. 1994 S.B. 568 § 6 subsec. 7)

209.309. Provisional certificates issued when--limitation--requirements --extension granted when.

The board may offer provisional certification to interpreters achieving a minimal level of certification established by the board. A provisional certification is limited to one year; during such year the interpreter must be reevaluated and achieve the next higher level of certification. If an evaluation slot is not available during the term of the provisional license, the interpreter may be granted an extension. A holder of a provisional certification may only be granted one extension.

(L. 1994 S.B. 568 § 6 subsec. 8)

209.311. Fees, how established.

The commission may charge fees for application, administration of an evaluation, renewal of a certificate, conversion and recordkeeping. The fees shall be in an amount sufficient to cover the costs of the evaluation and certification program.

(L. 1994 S.B. 568 § 6 subsec. 9)

209.314. Grievances on evaluation, procedure.

The commission shall provide an opportunity to hear grievances against the evaluation process or members of the assessment team pursuant to the administrative process in chapter 621, RSMo.

(L. 1994 S.B. 568 § 6 subsec. 10)

209.317. Certificate may be suspended, denied or revoked--hearing procedure.

1. The board may suspend, deny or revoke a certificate if an interpreter:

(1) Impersonates another person holding interpreter certification;

(2) Allows another person to use the interpreter's certificate;

(3) Uses fraud, deception or misrepresentation in the certification process;

(4) Harasses, abuses or threatens a member of the board, evaluation team or a support staff person who is administering the system;

(5) Intentionally divulges confidential information relating to the certification process, including content, topic, vocabulary, skills or any other testing material;

(6) Fails to achieve a minimum satisfactory certification level.

2. The board shall provide that any hearing concerning the denial, suspension or revocation of a certificate shall follow administrative procedures for hearings as provided in chapter 621, RSMo.

(L. 1994 S.B. 568 § 7)

209.318. Fund for certification of interpreters established, purpose--lapse into general revenue when--first fiscal year, board's expenses, how paid.

1. There is hereby established in the state treasury a fund to be known as the "Missouri Commission for the Deaf and Hard of Hearing Board of Certification of Interpreters Fund". All fees provided for in sections 209.287 to 209.318 shall be collected by the executive director of the commission and shall be transmitted to the department of revenue for deposit in the state treasury to the credit of the Missouri commission for the deaf and hard of hearing board of certification of interpreters fund. Such funds, upon appropriation, shall be disbursed only for payment of expenses of maintaining the board and for the enforcement of the provisions of sections 209.287 to 209.318 and shall not be used to pay the salary of the coordinator hired pursuant to section 209.289. Warrants shall be drawn on the state treasury for payment out of the fund.

2. The provisions of section 33.080, RSMo, to the contrary notwithstanding, money in this fund shall not be

transferred and placed to the credit of general revenue until the amount in the fund at the end of the biennium exceeds two times the amount of the appropriation from the fund for the preceding fiscal year. The amount, if any, in the fund which shall lapse is that amount in the fund which exceeds the appropriate multiple of the appropriations from the fund for the preceding fiscal year.

3. The expenses of maintaining the board enforcement of the provisions of sections 209.287 to 209.318 during the first fiscal year shall be paid by the commission from funds appropriated from general revenue for that purpose.

(L. 1994 S.B. 568 § 8, A.L. 2002 H.B. 1783)

COMMISSION FOR THE DEAF & HARD OF HEARING REGULATIONS

5 CSR 100-200

Title 5—DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
Division 100—Missouri Commission for the Deaf and Hard of Hearing
Chapter 200—Board for Certification of Interpreters

5 CSR 100-200.010 General Organization

PURPOSE: This rule describes the composi- tion, primary duty, record keeping, and meet- ing procedures of the Board for Certification of Interpreters.
(1) The Missouri Commission for the Deaf and Hard of Hearing (MCDHH) is established and governed by sections 161.400 through 161.410, RSMo, and these rules.

(2) The Board for Certification of Interpreters (BCI) is established and governed under the MCDHH by the relevant provisions of sections 209.285 through 209.339, RSMo, and these rules.

(3) The public may obtain information from, as well as make submissions to, the BCI by submitting their requests or materials in writing to the Missouri Interpreter Certification System (MICS) coordinator at the MCDHH office.

(A) All public records of the BCI shall be open for inspection and copying by persons in the general public during normal business hours as required by Chapter 610, RSMo. However, records closed pursuant to section 610.021, RSMo, compiled in connection with the investigation of a complaint against the certification process, or compiled for the purpose of processing applications for certification are confidential and therefore not subject to inspection by the public.

(B) A fee may be charged by the BCI for making copies of its records. See 5 CSR 100200.150 Fees.

(C) It shall be improper for any BCI member, MCDHH member, or MCDHH staff member to discuss with any person, except members of the BCI, MCDHH, staff of the MCDHH, State Committee of Interpreters, staff of the State Committee of Interpreters, or counsel for any of these agencies, any matter which is confidential, including complaints against the certification process, that is pending before the BCI, MCDHH, State Committee of Interpreters, or the Administrative Hearing Commission.

(4) All meetings of the BCI not closed pursuant to the provisions of section 610.021,
RSMo, shall be open to any person in the general public.

(5) Individuals wishing to make a presentation at a BCI meeting must submit their requests in writing to the executive director of the MCDHH a minimum of three (3) working days prior to the meeting.

AUTHORITY: sections 209.287 and 209.292, RSMo Supp. 2013, and section 209.295(8), RSMo 2000. Original rule filed June 20, 1996, effective Jan. 30, 1997. Amended: Filed May 14, 1997, effective Dec. 30, 1997. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014.*

**Original authority: 209.287, RSMo 1994, amended 2002; 209.292, RSMo 1994, amended 2002; and 209.295, RSMo 1994.*

5 CSR 100-200.030 Missouri Interpreters Certification System
(Rescinded September 30, 2014)

AUTHORITY: sections 209.292(1), (2) and (11), RSMo Supp. 2004 and 209.295(8) and 209.305, RSMo 2000. Original rule filed June 20, 1996, effective Jan. 30, 1997. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed Feb. 7, 2005, effective Aug. 30, 2005. Rescinded: Filed Jan. 28, 2014, effective Sept. 30, 2014.

5 CSR 100-200.035 Missouri Interpreters Certification System

PURPOSE: This rule describes the Missouri Interpreters Certification System (MICS) examinations and the certifications issued by the MICS.

(1) Any individual who practices interpreting in the state of Missouri as defined in sections 209.285 and 209.321, RSMo, must be certified by the Missouri Interpreters Certification System (MICS), except as allowed by statute.
(2) The Board for Certification of Interpreters (BCI) may purchase or develop materials to be used as the most appropriate testing materials for certifying interpreters in the state of Missouri. The BCI may contract with other certifying agencies to proctor their certification tests and evaluations and is authorized to charge a fee for its proctoring services as established in 5 CSR 100-200.150, in addition to collecting and forwarding the fee charged by the other certifying entity.

(3) The MICS has two (2) basic components: a written test of English proficiency and a performance test. A person is required to obtain a passing score on the written test taken before being allowed to take the performance test.

(4) The performance test is the measurement tool used to analyze the performance skills and determine the applicant's ability to facilitate communication between deaf or hard of hearing people and persons who are hearing. The MICS performance evaluation standards

shall be based upon the testing materials used by Texas Board for Evaluation of Interpreters (BEI).

(5) The types and levels of interpreter certification granted by the MICS are Basic, Advanced, Master, Restricted Certification in Education (K–6), Restricted Certification in Education (7–12), Provisional Certificate in Education, Provisional Certification (aka Learner's Permit), and the Intern/Practicum Certification.

(A) The Provisional Certificate in Education is issued for a term determined by statute.

(B) The Intern/Practicum Certification is issued for a term specified pursuant to 5 CSR 100-200.085.

(C) The Provisional Certification (aka Learner's Permit) is issued for a term determined by section 209.309, RSMo.

(D) All other certifications are permanent, subject to annual renewal.

(6) To obtain a MICS Basic Certification, an applicant must meet the eligibility and application requirements of 20 CSR 100-200.050, pass the written test of English proficiency, and pass the Basic Performance Test.

(7) To obtain a MICS Advanced Certification, an applicant must meet the eligibility and application requirements of 20 CSR 100200.050, pass the written test of English proficiency, and pass the Advanced Performance Test.

(8) To obtain a MICS Master Certification, an applicant must meet the eligibility and application requirements of 20 CSR 100200.050, pass the written test of English proficiency, and pass the Master Performance Test.

(9) All MICS certifications except for the Intern/Practicum Certification are subject to renewal annually pursuant to 5 CSR 100200.125, provided that the holder commits no violation of any provision of the Revised Statutes of Missouri or the Missouri Code of State Regulations pertaining to interpreter certification or licensure.

(10) Transitional Provisions.

(A) The following MICS certifications issued based on performance tests taken prior to September 30, 2014 have been converted to the certifications established in this rule:
1. Comprehensive to Master; 2. Advanced to Advanced; and 3. Intermediate to Basic.

(B) The conversion of prior MICS certifications pursuant to 5 CSR 100-200.035(10)(A) to the new certification levels does not certify that the holder passed the written test of English proficiency or the corresponding level's performance test. It does not entitle the holder to reciprocity with another BEI certifying entity.

(C) All other certifications issued prior to the effective date of this rule shall remain in full force and with the same rights, restrictions, and limitations as existed previously. Any person, who takes the written test and the performance evaluation under 5 CSR 100200.030 prior to the effective date of the rule and earns a Comprehensive, Advanced, or Intermediate certification, shall be issued a Master, Advanced, or Basic, respectively, as set forth in subsection (A) of this section.

AUTHORITY: section 209.292, RSMo Supp. 2013, and section 209.295, RSMo 2000. Original rule filed Jan. 28, 2014, effective Sept. 30, 2014. Amended: Filed April 29, 2016, effective Nov. 30, 2016.*

**Original authority: 209.292, RSMo 1994, amended 2002 and 209.295, RSMo 1994.*

5 CSR 100-200.040 Restricted Certification in Education

PURPOSE: This rule outlines how individuals may be granted a Restricted Certification in Education which will allow the holder to interpret only in elementary and secondary educational settings.

(1) The Restricted Certification in Education (RCED) shall be issued as either an RCED (K–6), or an RCED (7–12).

(A) The RCED (K–6) shall be valid only for interpreting in kindergarten through grade six (6) as set forth in 5 CSR 100-200.170.

(B) The RCED (7–12) shall be valid only for interpreting in grades seven (7) through twelve (12) as set forth in 5 CSR 100-
200.170.

(2) An RCED may be obtained only by conversion pursuant to rule 5 CSR 100-200.100.

(A) The RCED (K-6) shall be issued to each applicant for conversion pursuant to rule 5 CSR 100-200.100 who receives a score of 4.0 or higher on the Educational Interpreter Performance Assessment (EIPA) examination (K-6).

(B) The RCED (7-12) shall be issued to each applicant for conversion pursuant to rule 5 CSR 100-200.100 who receives a score of 4.0 or higher on the EIPA examination (712).

(3) All RCED certificates shall be issued with an appropriate endorsement showing the communication mode in which the recipient is qualified. The communication mode endorsement shall be one (1) of the following:

(A) American Sign Language (ASL)

(B) Pidgin Signed English (PSE)

(C) Signing Exact English (SEE)/Manually Coded English (MCE)

(4) An applicant may obtain both RCED certifications,

with different formats and/or communication mode endorsements, but for each RCED the applicant must submit a new application, and pay the appropriate fee(s).

AUTHORITY: section 209.292.1, RSMo Supp. 2013, and sections 209.295(1), (3), and (8), RSMo 2000. Original rule filed May 14, 1997, effective Dec. 30, 1997. Amended: Filed Oct. 21, 1997, effective April 30, 1998. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014. Amended: Filed April 29, 2016, effective Nov. 30, 2016.*

**Original authority: 209.292 RSMo 1994, amended 2002 and 209.295, RSMo 1994.*

5 CSR 100-200.045 Provisional Certificate in Education

PURPOSE: This rule outlines how an individual may be granted a Provisional Certificate in Education for interpreting only in preschool, elementary and secondary school settings.

(1) The Board for Certification of Interpreters shall grant a Provisional Certificate in Education to any applicant who submits an application pursuant to 5 CSR 100-200.050 and meets the criteria set forth in section 209.321.8, RSMo.

(2) On or before December 2 of each year, holders of the Provisional Certificate in Education shall submit the Continuing Education Units (CEU) processing fee specified in 5 CSR 100-200.150 and verification of compliance with the certification maintenance requirements set forth in 5 CSR 100-200.130 on a form prescribed by the board.

AUTHORITY: sections 209.292(1) and 209.321(8), RSMo Supp. 2013, and sections 209.295(1), (3), and (8), and 209.309, RSMo 2000. Emergency rule filed Aug. 8, 2003, effective Aug. 18, 2003, expired Feb. 14, 2004. Emergency amendment filed May 6, 2004, effective June 1, 2004, expired Nov. 27, 2004. Original rule filed Aug. 11, 2003, effective Feb. 29, 2004. Rescinded and readopted: Filed Feb. 7, 2005, effective Aug. 30, 2005. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014.*

**Original authority: 209.292, RSMo 1994, amended 2002; 209.295, RSMo 1994; and 209.321, RSMo 1994, amended 2002, 2004.*

5 CSR 100-200.047 Provisional Certification (aka Learner's Permit)

PURPOSE: This rule outlines how individuals may be granted a Provisional Certification (aka Learner's Permit).

To obtain the Provisional Certification (aka Learner's Permit) (LP), an applicant must meet the eligibility and application requirements of 20 CSR 100-200.050, pass the written test of English proficiency, and receive a non-passing score on the Basic Performance Test.

AUTHORITY: sections 209.295(1), (3), and (8), and 209.309, RSMo 2000. Original rule filed April 29, 2016, effective Nov. 30, 2016.*

**Original authority: 209.295, RSMo 1994 and 209.309, RSMo 1994.*

5 CSR 100-200.050 Application for Interpreter Certification in Missouri

PURPOSE: This rule provides information regarding application procedures for interpreter certification in Missouri.

(1) To be eligible for certification in the Missouri Interpreters Certification System (MICS), each applicant must:

(A) Be eighteen (18) years of age or older; and

(B) Have completed a minimum of thirty (30) credit hours from an accredited college or university before taking the written test of English proficiency and have earned an associate degree and/or a minimum of sixty (60) credit hours from an accredited college or university before taking the performance examination. An applicant who is currently certified at the Novice, Apprentice, RCED, Basic, Advanced, or Master levels by MICS and applies for a higher level of certification is not required to meet this educational requirement.

(2) An application for certification must be completed on a form developed by the Board for Certification of Interpreters. Application forms may be obtained from the Missouri Commission for the Deaf and Hard of Hearing.

(3) Applicants who do not meet the eligibility and application requirements will be informed in writing of denial. This correspondence will indicate the reason(s) for the denial.

(4) An application must be completed, and submitted with the appropriate fee in order for the applicant to be considered for the certification process.

(5) The completed application must clearly describe the applicant's intent to—

(A) Obtain a MICS Basic, Advanced, or Master Certification through written and performance testing;

(B) Obtain an Intern/Practicum Certification or Provisional Certification (aka Learner's Permit); or

(C) Convert certification.

(6) Applicants desiring to take the written test will be responsible for scheduling the date, time and location of their written test with the coordinator. The written test will be waived for individuals requesting reevaluation. See 5 CSR 100-200.070(5) and 5 CSR 100200.075.

(7) Applicants not available for the written or performance examination within twelve (12) months of the date of their application will forfeit both their application and application fee. Any such applicants will have to reapply as outlined above, and submit a new application along with the appropriate application fee.

AUTHORITY: section 209.292.1, RSMo Supp. 2013, and sections 209.295(1) and (8), RSMo 2000. Original rule filed June 20, 1996, effective Jan. 30, 1997. Amended: Filed May 14, 1997, effective Dec. 30, 1997. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014. Amended: Filed April 29, 2016, effective Nov. 30, 2016.*

**Original authority: 209.292 RSMo 1994, amended 2002 and 209.295, RSMo 1994.*

5 CSR 100-200.060 Written Test

PURPOSE: This rule provides information concerning the written test in the Missouri Interpreter Certification System.

(1) The form, content, method of administration, passing standards, and method of scheduling of written tests in the Missouri Interpreters Certification System (MICS) shall be determined by the Board for Certification of Interpreters (BCI).

(2) MICS written tests for groups of applicants shall be offered offsite throughout the state of Missouri as often as feasible. In addition, the MICS written test may normally be taken by individual applicants at the office of the Missouri Commission for the Deaf and Hard of Hearing (MCDHH) on any weekday if it is scheduled with the coordinator at least three (3) days in advance.

(3) All applicants will, upon request, be informed of approved offsite locations for taking the MICS written test.

(4) The written test fee must be received at the MCDHH office prior to applicants being allowed to take the written test.

(5) All applicants failing to appear for a scheduled written test without reasonable prior notice, except in emergencies, will forfeit both their application and their application fee. When reasonable prior notice is given, or failure to appear is due to an emergency, the applicant will be allowed to reschedule their written test for some future time.

(6) All applicants will be notified of their test results in writing.

(7) All applicants must have a passing score as defined by the Texas Board for Examination of Interpreters (BEI) on the written test of English proficiency in order to qualify for taking the performance test.

(8) Any applicant unable to obtain a passing score on the written test of English proficiency cannot retest for six (6) months from the date of their last written test of English proficiency. Any applicant may reapply to take the written test of English proficiency by submitting a new application form along with the appropriate application fee.

AUTHORITY: section 209.292.1, RSMo Supp. 2013, and sections 209.295(1), (3), and (8), RSMo 2000. Original rule filed June 20, 1996, effective Jan. 30, 1997. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed May 27, 2005, effective Dec. 30, 2005. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014. Amended: Filed April 29, 2016, effective Nov. 30, 2016.*

**Original authority: 209.292, RSMo 1994, amended 2002 and 209.295, RSMo 1994.*

5 CSR 100-200.070 Performance Test and Evaluation

PURPOSE: This rule provides information concerning the performance test and evaluation in the Missouri Interpreters Certification System.

(1) The form, content, method of administration, passing standards, and method of scheduling of performance tests and evaluations in the Missouri Interpreters Certification System (MICS) shall be determined by the Board for Certification of Interpreters (BCI).

(2) Performance tests may normally be taken by individual applicants at the office of the Missouri Commission for the Deaf and Hard of Hearing (MCDHH) on any weekday if they are scheduled with the coordinator at least thirty (30) days in advance.

(3) The performance test fee and application fee must be received at the office of the MCDHH at least thirty (30) days prior to the date of their performance test

and shall designate which performance test, Basic, Advanced, or Master Certifications is requested.

(A) Any applicant who has passed the written examination may take the Basic level performance exam.

(B) Any applicant who has passed the written examination and holds a current Basic Certification may take the Advanced performance exam.

(C) Any applicant who has passed the written examination and holds a current Advanced Certification, or its equivalent, may take the Master performance exam. The following current certifications are deemed equivalent to the Advanced Certification:

1. National Interpreter Certification (NIC);
2. Comprehensive Skills Certificate (CSC); and
3. Certificate of Interpreting/Certificate of Transliterating (CI/CT).

(4) The coordinator of the MICS will inform all applicants of their evaluation results by letter after the completion of their performance evaluation.

(A) Included with the letter will be a wallet-sized certificate bearing the signature of the executive director of the MCDHH indicating the type or level of certification granted by the evaluators.

(B) A larger certificate suitable for framing and hanging on a wall may be issued if the applicant so desires and pays the appropriate fee.

(5) If the applicant does not pass the performance test, no certification will be issued. In such an instance—

(A) The applicant may not retake the performance test until at least six (6) months have passed from the date of his/her last performance test; and

(B) In all such cases of reevaluation, the written test will be waived.

AUTHORITY: section 209.292.1, RSMo Supp. 2013, and sections 209.295(1), (3), and (8) and 209.299, RSMo 2000. Original rule filed June 20, 1996, effective Jan. 30, 1997. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014. Amended: Filed April 29, 2016, effective Nov. 30, 2016.*

**Original authority: 209.292, RSMo 1994, amended 2002 and 209.295, RSMo 1994.*

5 CSR 100-200.075 Voluntary Recertification
(Rescinded September 30, 2014)

AUTHORITY: sections 209.292(1), (2), and (11), RSMo Supp. 2003 and 209.295(8), RSMo 2000. Original rule filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Rescinded: Filed Jan. 28, 2014, effective Sept. 30, 2014.

5 CSR 100-200.085 Intern/Practicum Certification

PURPOSE: This rule outlines the criteria necessary to obtain Intern/Practicum Certification by students currently enrolled in an accredited Interpreter Training Program.

(1) Intern/Practicum Certification (IPC) will be granted to a student applicant upon verification of registration in an interpreting practicum or internship course in an Interpreter Training Program (ITP) that is recognized by the Board for Certification of Interpreters (BCI) and housed in a regionally accredited institution of higher education.

(2) The applicant's ITP director/coordinator is responsible for notifying the BCI regarding the effective start and end dates of the IPC.

(3) If the requirements of sections (1) and (2) above are met, a student applicant need only submit the appropriate application form and fee in order to obtain the IPC.

(4) A student with IPC must follow the established guidelines and requirements of their ITP during their interpreting practicum or internship course.

(5) Should a student with an IPC either withdraw from or be denied admission to their interpreter practicum or internship course for any reason, their ITP director/coordinator is responsible for immediately notifying the BCI so that the student's IPC may be revoked.

AUTHORITY: sections 209.295(8) and 209.297(2), RSMo 2000. Original rule filed Nov. 27, 1996, effective July 30, 1997. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002.*

**Original authority: 209.295, RSMo 1994 and 209.297, RSMo 1994.*

5 CSR 100-200.090 Temporary Interpreting Permit Eligibility
(Rescinded March 30, 2002)

AUTHORITY: sections 209.295(8), 209.297(2) and 209.309, RSMo 1994. Original rule filed June 20, 1996, effective Jan. 30, 1997. Amended: Filed April 17, 1998, effective Nov. 30, 1998. Rescinded: Filed July 26, 2001, effective March 30, 2002.

5 CSR 100-200.095 Certified Deaf Interpreter Certification

PURPOSE: This rule outlines how individuals may be granted a Certified Deaf Interpreter Certification

(1) Certification as a Certified Deaf Interpreter (MO-CDI) may be obtained only by conversion pursuant to rule 5 CSR 100200.100 by an applicant who receives a passing score on any of the following tests administered by the Texas Department of Assistive and Rehabilitative Services:

(A) Level III Intermediary;

(B) Level IV Intermediary; or

(C) Level V Intermediary.

AUTHORITY: section 209.292.1, RSMo Supp. 2013, and section 209.295, RSMo 2000. Original rule filed April 29, 2016, effective Nov. 30, 2016.*

**Original authority: 209.292, RSMo 1994, amended 2002 and 209.295, RSMo 1994.*

5 CSR 100-200.100 Certification Conversion Procedures

PURPOSE: This rule provides information regarding certification conversion procedures.

(1) Interpreters who have been certified by a certifying entity other than the Missouri Interpreters Certification System (MICS) may apply for conversion of their certification into an MICS certification.

(2) An applicant for certification conversion shall comply with all requirements of the rule established in 5 CSR 100-200.050 for application procedures.

(3) An application for certification conversion shall include:

(A) A completed application form;

(B) A copy of any current and unexpired certification from the previous certifying entity that indicates a level, category or ranking of interpreting skill;

(C) An authorization form signed by the applicant for release of information from the previous certifying entity; and

(D) The appropriate conversion fee.

(4) The authorization for release of information must include the name, address, and phone number of the previous certifying entity in order for the Board for Certification of Interpreters, if needed, to obtain:

(A) Evaluation results;

(B) Passing criteria;

(C) Relevant statutes, codes, and policies concerning the applicable certification; and

(D) Description of testing materials, including:

1. Pass/fail, levels, single-level or dual-level certification;

2. Minimum passing score or minimum passing scores for each level;

3. Requirements for evaluators or composition of the evaluation team;

4. Assessment of receptive and expressive skills in the areas of both interpreting and transliterating; and

5. Scoring or rating method.

(5) Conversion into the appropriate certification level of the MICS shall be based on a comparison of the evaluation systems, and, if needed, specific information received from the previous certifying entity's evaluation system, as outlined in section (4) above, will be compared with the MICS. As a result of the comparison, an applicant for conversion may be granted a lower, similar, or higher certification in the MICS than from the previous certifying entity.

(6) An application for certification conversion may be denied because of either incompatibility of the evaluation systems or insufficient information from either the applicant or the previous certifying entity as outlined in sections (3) and (4) of this rule. If an application for conversion is denied, the applicant will be notified of the denial by letter, and will be required to take both the written test and the performance test in order to be certified in the MICS.

AUTHORITY: sections 209.292(9), RSMo Supp. 2003 and 209.295(3) and (4), RSMo 2000. Original rule filed April 17, 1998, effective Nov. 30, 1998. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004.*

**Original authority: 209.292, RSMo 1994, amended 2002 and 209.295, RSMo 1994.*

5 CSR 100-200.110 Grandfather Clause
(Rescinded March 30, 2002)

AUTHORITY: section 209.292(9), RSMo 1994. Original rule filed Nov. 27, 1996, effective July 30, 1997. Rescinded: Filed July 26, 2001, effective March 30, 2002.

5 CSR 100-200.120 Certification Validation
(Rescinded March 30, 2002)

AUTHORITY: sections 209.287, 209.292 and 209.309, RSMo 1994. Original rule filed June 20, 1996, effective Jan. 30, 1997. Rescinded: Filed July 26, 2001, effective March 30, 2002.

5 CSR 100-200.125 Certification Renewal

PURPOSE: This rule outlines the procedures for filing for renewal of certifications in the Missouri Interpreters Certification System.

(1) All holders of certifications in the Missouri Interpreters

Certification System shall renew their certifications annually by submitting the following items to the Board for Certification of Interpreters on or before sixty (60) days prior to the licensing date established by the Missouri State Committee of Interpreters:

(A) Renewal form;

(B) A completed Continuing Education Unit (CEU) form accompanied by supporting documentation as required by 5 CSR 100-200.130;

(C) Renewal fee; and

(D) CEU processing fee.

(2) This rule does not apply to holders of the three (3)-year term certifications of Novice and Apprentice when those certifications expire on or before the annual renewal date.

(3) This rule does not apply to holders of the nonrenewable Intern/Practicum Certification discussed in 5 CSR 100-200.085.

AUTHORITY: sections 209.295(1), (2) and (8), 209.309 and 209.311, RSMo 2000. Original rule filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004.*

**Original authority: 209.295, RSMo 1994; 209.309, RSMo 1994; and 209.311, RSMo 1994.*

5 CSR 100-200.130 Certification Maintenance

PURPOSE: This rule provides information regarding the minimum requirements for certification maintenance in the Missouri Interpreters Certification System.

(1) Annual participation in a continuing education program is required for interpreters certified in the Missouri Interpreters Certification System (MICS). This program involves study and performance options which must have prior approval from the Board for Certification of Interpreters (BCI) and which fulfill the requirements for certification maintenance in the MICS. This program may include seminars, lectures, conferences, workshops, extension study, correspondence courses, teaching, mentorship, self-study, and other options, all of which must be approved by the BCI and must be related to interpreting.

(A) Program options may provide for evaluation methods to assure satisfactory completion by participants.

(B) The BCI shall ensure that persons responsible for the delivery or content of program options are qualified in the subject matter by education, experience, and expertise.

(C) Presentations or program options offering MICS Continuing Education Units (CEUs) may be approved through any of the following methods:

1. All presentations and workshops offered by an Interpreter Training Program (ITP) recognized by the BCI and housed in an accredited institution of higher education will automatically be approved for MICS CEUs;

2. All presentations and workshops that give attendees CEUs approved by the Registry of Interpreters for the Deaf (RID) will automatically be approved for MICS CEUs;

3. MICS CEUs will be given for undergraduate or graduate studies related to interpreting in any regionally accredited institution of higher education. Satisfactory proof of course completion, as required by the BCI, must be submitted in order for CEUs to be granted. The following hourly equivalents will be used by the BCI in issuing courserelated MICS CEUs:

A. 3 college credit hour course = 45 contact hours;

B. 2 college credit hour course = 30 contact hours; and

C. 1 college credit hour course = 15 contact hours.

4. The BCI may approve continuing education presentations and program options other than those offered by an ITP or the RID if they meet the following criteria prior to the event:

A. Application should be submitted not less than thirty (30) days prior to the event. Applications received less than thirty (30) days in advance cannot be guaranteed notification of approval; and

B. Application to the BCI for approval shall be made on forms developed by the BCI. The application shall require detailed information relating to administration and organization, teaching staff, education content and development, methods of delivery, length of education activities, targeted skill level of interpreters, facilities, and method of evaluation;

(D) With adequate documentation to the BCI, any interpreter whose primary responsibility is not the education of interpreters who leads, instructs or lectures to groups of interpreters or others on topics related to interpreting in organized continuing education or in-service programs shall be granted MICS CEUs for the time expended during actual presentation. Approval must be requested using procedures outlined in paragraph (1)(C)4 above. MICS CEUs for the same presentation in the same town will be allowed only once during a year; and

(E) Any interpreter whose responsibility is the education of interpreters shall be granted MICS CEUs only for time expended in leading, instructing, or lecturing to groups of interpreters or others on topics related to interpreting in an organized continuing education or in-service program outside his/her formal responsibilities in a learning institution. Approval must be requested using procedures outlined in paragraph (1)(C)4. above. MICS CEUs for the same presentation in the same town will be allowed only once during a year.

(2) One (1) contact hour earns one-tenth (0.1) MICS CEU, except in the case of mentoring, whether as a mentor or a mentee, where one (1) contact hour earns five-hundredths (0.05) MICS CEU.

(3) An interpreter shall be required to earn two (2.0) CEUs annually for certification maintenance in the MICS, with three-tenths (0.3) specifically focused on Ethics. An interpreter may earn up to one (1.0) MICS CEU per year through mentoring, whether as a mentor or as a mentee. Contact hours earned in another state will be accepted by the BCI provided that the hours acquired can be documented. The twelve(12-) month period for annually earning CEUs will end ninety (90) days prior to the licensing deadline. This section will become effective for the CEU cycle beginning November 3, 2015 and ending November 2, 2016.

(4) Providers will give evaluation forms to participants to be submitted with final reports.

(5) Proof of completion of continuing education requirements shall be provided by interpreters to the BCI by submitting annually a completed CEU form approved by the BCI, proper documentation, and the CEU processing fee, on or before sixty (60) days prior to the licensing deadline. Proper documentation shall include one (1) or more of the following:

(A) Certificate(s) of completion;

(B) Letter(s) from providers stating date of attendance and program; and

(C) Transcript(s) (if available).

(6) The BCI will review and verify all MICS CEUs claimed on the CEU forms submitted.
After verification, the BCI will notify the State Committee of Interpreters of the number of CEUs interpreters have earned for the year.

(A) Failure to submit a CEU form with verifiable MICS CEUs, proper documentation, and the CEU processing fee by the sixty (60) days CEU deadline will result in an interpreter's certification not being renewed, and the State Committee of Interpreters will be appropriately notified of the interpreter's failure to renew certification.

(B) If an interpreter's certification is not renewed because of failure to comply with certification maintenance requirements, the interpreter may apply for reinstatement by submitting a completed CEU form, proper documentation, the CEU processing fee, reinstatement form, and the reinstatement fee.

(7) The BCI may elect to audit any interpreter to assess the authenticity and validity of contact hours submitted.

(8) CEUs may be earned in any area or for any activity related to interpreting, with the prior approval of the BCI, including, but not limited to, the following:

(A) Culture:

1. Sociolinguistics;
2. Deaf culture;
3. American culture;
4. Multi-culture;
5. Cross-culture; and
6. Contextualization;

(B) Skills Development:

1. Receptive skill development;
2. Expressive skill development;
3. American sign language (ASL) skills (grammar, syntax, etc.);
4. English skills (grammar, syntax, etc.); 5. Deaf/Blind interpreting;
6. Oral interpreting;
7. Cued Speech;
8. Minimal Language Skills (MLS) interpreting; and
9. Communication modes;

(C) Trends/Issues in the Interpreting Profession:

1. Current issues relating to the profession;
2. Theories of interpreting; and
3. Ethical Rules of Conduct;

(D) Specialized Skills:

1. Legal setting;
2. Medical setting;
3. Mental Health setting;
4. Educational setting;
5. Performing Arts setting;
6. Rehabilitation setting;
7. Governmental setting; and
8. Technical setting;

(E) Instruction:

1. Mentorship;
2. Independent study;
3. Presenting a workshop; and
4. College credit course work.

(9) A "mentorship" is defined as a focused learning relationship between two (2) individuals with pre-approved goals and learning objectives for the enhancement of interpreting skills. The mentor shall be a licensed interpreter in the state of Missouri certified at an equal or higher level than the mentee.

(A) All forms must be submitted per paragraph 5 CSR 100-200.130(1)(C)4.

(B) MICS will automatically accept mentoring hours from relationships that have already been approved by—

1. RID; or
2. Missouri State Committee of Interpreters.

AUTHORITY: section 209.292.1(10), RSMo Supp. 2013, and sections 209.295(1), (6), and (8), RSMo 2000. Original rule filed June 20, 1996, effective Jan. 30, 1997. Amended: Filed April 17, 1998, effective Nov. 30, 1998. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov.*

14, 2003, effective June 30, 2004. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014. Amended: Filed Feb. 26, 2015, effective Oct. 30, 2015. Amended: Filed April 29, 2016, effective Nov. 30, 2016.

**Original authority: 209.292, RSMo 1994, amended 2002 and 209.295, RSMo 1994.*

5 CSR 100-200.140 Name and Address Change

PURPOSE: This rule outlines the requirement for interpreters certified in the Missouri Interpreters Certification System to notify the Missouri Commission for the Deaf and Hard of Hearing of any changes in name or address.

(1) Interpreters who hold a certification in the Missouri Interpreters Certification System shall always ensure that the Missouri Commission for the Deaf and Hard of Hearing (MCDHH) has their current legal name and address on file.

(2) An interpreter whose name has legally changed shall inform the MCDHH of that name change in writing within thirty (30) days of the effective date of change, and provide a copy of the appropriate document verifying the name change.

(3) An interpreter whose address has changed shall inform the MCDHH of that address change in writing within thirty (30) days of the effective date of change.

AUTHORITY: section 209.295(1) and (8), RSMo 2000. Original rule filed April 17, 1998, effective Nov. 30, 1998. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004.*

**Original authority: 209.295, RSMo 1994.*

5 CSR 100-200.150 Fees

PURPOSE: The following schedule outlines the fees required for various processes and services in the Missouri Interpreters Certification System.

(1) The following fees are established by the Missouri Commission for the Deaf and Hard of Hearing for various processes and services in the Missouri Interpreters Certification System (MICS):

(A) Application Fee ..... $ 10.00
(B) Written Test Fee ..... $ 25.00
(C) Basic Performance Test Fee..... $275.00
(D) Advanced and Master Performance Test Fee $300.00
(E) Conversion Fee..... $ 50.00
(F) Reinstatement Fee..... $ 50.00
(G) EIPA Proctor Fee ..... $ 70.00
(H) CEU Processing Fee ..... $ 10.00
(I) Duplicate Certificate Fee..... $ 5.00
(J) Renewal Fee ..... $ 5.00
(K) Wall Certificate Fee..... $ 10.00
(L) Intern/Practicum Certification Fee..... $ 10.00
(M) Provisional Certificate in Education Fee ..... $ 50.00
(N) Photocopies/Printouts Fee (per page)... $ 0.10

(2) All fees for MICS certification processes and services are nonrefundable.

(3) Payment of all fees must be made in the form of either a cashier's check or money order made payable to "MCDHH/BCI Fund." No personal checks or cash will be accepted.

(4) The provisions of this rule are declared severable. If any fee fixed by this rule is held invalid by a court of competent jurisdiction or by the Administrative Hearing Commission, the other fees provided for in this rule shall remain in full force and effect, unless other- wise determined by a court of competent jurisdiction or by the Administrative Hearing Commission.
AUTHORITY: section 209.292(7), RSMo Supp. 2013, and sections 209.295(2) and 209.311, RSMo 2000.* Original rule filed June 20, 1996, effective Jan. 30, 1997. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed Feb. 7, 2005, effective Aug. 30, 2005. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014.

*Original authority: 209.292, RSMo 1994, amended 2002; 209.295, RSMo 1994; and 209.311, RSMo 1994.

5 CSR 100-200.170 Skill Level Standards

PURPOSE: This rule provides standards concerning the certification levels appropriate for consumers and interpreters to practice in various interpreting settings.

(1) These standards are developed to protect the health, welfare, and safety of consumers. These standards are not intended to be allinclusive regarding potential interpreting assignments. The standards show both consumers and interpreters the skill levels that are appropriate for interpreting in various settings. Should questions regarding specific areas of practice arise, see the Ethical Rules of Professional Conduct established by the Missouri State Committee of Interpreters at 20 CSR 2232-3.010.

(2) Interpreters must accept, refuse, or withdraw from assignments based upon their experience, capability, and certification level, and in compliance with the Ethical Rules of Conduct established by the Missouri State Committee of Interpreters at 20 CSR 22321.010.

(3) Interpreters must provide their certification level and license status upon request.

(4) For the purpose of this rule, certifications in the Missouri Interpreters Certification System (MICS) are referred to as follows:

(A) Master Certification	= Master
(B) Advanced Certification	= Adv
(C) Basic Certification	= Basic
(D) Apprentice Certification	= App
(E) Novice Certification	= Nov
(F) Restricted Certification in Education (K-6)	= RCED (K-6)
(G) Restricted Certification in Education (7-12)	= RCED (7-12)
(H) Restricted Certification in Education (General)	= RCED (Gen)
(I) Provisional Certificate in Education	= PCED
(J) Provisional Certification (aka Learner's Permit)	= LP
(K) Certified Deaf Interpreters	= CDI

(5) For the purpose of this rule, certifications issued or accepted by the Registry of Interpreters for the Deaf (RID) and recognized by the Board for Certification of Interpreters (BCI) pursuant to 209.322(1), RSMo are referred to as follows:

(A) National Interpreter Certification (NIC) Master	= Master
(B) National Interpreter Certification (NIC) Advanced	= Master
(C) National Interpreter Certification (NIC)	= Adv
(D) Comprehensive Skills Certificate (CSC)	= Adv
(E) Certificate of Interpreting/ Certificate of Transliterating (CI/CT)	= Adv
(F) Certified Deaf Interpreter (CDI)	= CDI

(6) For the purpose of this rule, certifications issued by the National Association of the Deaf (NAD) and recognized by the BCI pursuant to 209.322(2), RSMo are referred to as follows:

(A) NAD level 5	= Master
(B) NAD level 4	= Adv
(C) NAD level 3	= Basic

(7) The standards set forth in sections (8) through (15) are established for the use and guidance of interpreters in Missouri. Interpreters practicing interpreting in the settings specified below must hold one (1) of the certifications listed as appropriate for interpreting in those settings.

(8) **Legal Settings and Activities** **Appropriate Certifications**

Interpreters shall be certified as set forth below when interpreting for consumers involved in the legal process, including but not limited to, judicial or administrative proceedings, appeals, attorney consultations, investigations, examinations or audits, arraignments, bond consultations, pre-trial release hearings, settlement or pre-trial conferences, testimony (whether at deposition, at trial, or before a grand jury) and jury duty:

(A) Criminal matters and proceedings (Felony) . . . . . .Master/CDI

(B) Criminal matters and proceedings (Misdemeanor) . . . .Master/Adv/CDI

(C) Civil matters and proceedings . . . . . .Master/Adv/CDI

Administrative matters and proceedings before any federal, state, county, or local government agency, including but not limited to, educational due process and mediation proceedings.

(D) Juvenile Court and Family Court, including but not limited to, child abuse/welfare, child adoption, child custody, termination of parental rights, and crimes by children under the age 17 . . . . . .Master/CDI

(E) Legal Consultation/ Advice . . . . . .Master/Adv/CDI

1. Any consultation between a consumer and an attorney, except that if another part of this rule requires a higher level of certification, it shall control over this subsection.

(F) Law Enforcement Communications between a law enforcement agency, or its officers or agents, and the public in the performance of its official duties, including but not limited to, the following circumstances: .....Master/CDI

1. Arrest and process
2. Post bond
3. Confession
4. Interrogation
5. Investigation
6. Witness interview 7. Crisis intervention

(G) Law Enforcement Public Education Programs Interpreting for any public educational program by a federal, state, county, or local law enforcement agency that promotes crime prevention, personal and public safety, and personal protection . . .Master/Adv/Basic/CDI

(H) Correctional interpreting in any correctional facility, including but not limited to, the following: . . . . .Master/Adv/CDI

1. Any program for the education or rehabilitation of inmates
2. Probation/parole meeting
3. Disciplinary hearing
4. Parole hearing
5. Inmate evaluation/assessment

(9) **Medical Health Care** **Appropriate**
Settings and Activities **Certifications**

(A) Health Care
professionals and providers . . .Master/Adv/CDI

Services of health care professionals and providers, including but not limited to, doctors of medicine, dentists, chiropractors, optometrists, audiologists, speech pathologists, dieticians, and nutritionists.

(B) Personal Care Services Services provided for health and personal care that are not covered in subsection (9)(A) that are provided in independent and assisted living settings including but not limited to: . . . . . .Master/Adv/Basic/CDI

1. Convalescent homes
2. Nursing homes
3. Home health care services
4. Hospice

(C) Community Health
Education . .Master/Adv/Basic/App/CDI

Any program or activity in the community for the general public-offered by hospitals/clinics and private medical organizations that promotes general health and well-being.

(10) **Mental Health** **Appropriate**
Settings and Activities **Certifications**

Interpreters shall be certified as set forth below when interpreting for consumers involved in mental health settings and activities, including but not limited to:

(A) Consultation, Diagnosis, Treatment, and Care.

Interpreting for consumers in any of the following mental health facilities and/or situations involving consultation, diagnosis, treatment crisis intervention or care, including but not limited to: . . . . . .Master/Adv/CDI

1. Mental hospitals
2. Psychiatric hospitals
3. Psychiatric units within hospitals
4. Offices and clinics of mental health professionals, including but not limited to, social workers, psychiatrists, psychologists, psychotherapists, and counselors.

(B) Mental Health
Programs . . .Master/Adv/Basic/CDI

Mental health programs for the general public occurring outside a mental health facility, including but not limited to, any 12-step program and self-help program relating to mental health and/or well-being.

1. Treatment planning meeting
2. Residential care facility
3. Group home

(C) Transition
Service . . . .Master/Adv/Basic/App/CDI

Interpreting for consumers involved with facilities, agencies, and activities whose purpose is to assist individuals transitioning to independent living.

(11) Education **Appropriate**
Settings and Activities **Certifications**

Interpreters shall be certified as set forth below when interpreting for consumers involved in educational settings and activities.

(A) Preschool . . . . .Master/Adv/Basic/
RCED (K–6)/
RCED(Gen)/ CDI/PCED

(B) Academic (Kindergarten–
Grade 6). . . . . .Master/Adv/Basic/
RCED (K–6)/
RCED(Gen)/CDI/ PCED

(C) Academic (Grade 7–
Grade 12) . . . . Master/Adv/Basic/
RCED (7–12)/
RCED (Gen)/CDI/ PCED

(D) Academic (Post Secondary), including but not limited to: Colleges, Universities, Professional Schools, Junior Colleges, Technical Institutes, and Continuing Education . . . .Master/Adv/Basic/CDI

(E) Educational Assessment, including but not limited to: . . .Master/Adv/Basic/CDI

1. Language Testing
2. Developmental Testing
3. Intelligence Testing

(F) Educational Conferences between educational staff and the student, parent and/ or guardian, including but not limited to, Individualized Education Plan conference, Parent/Teacher conference, and Parent/School Administrator conference. . .Master/Adv/Basic/CDI

(G) Professional Development conferences, seminars, workshops, and training . .Master/Adv/Basic/CDI

(H) Community
Education . .Master/Adv/Basic/App/CDI

Any program or activity offered to the public generally by schools, colleges, or universities in the community that promotes learning is not offered as part of a degree program, is not part of the basic K-12 curriculum, and is not otherwise listed or referenced above.

(12) **Employment** **Appropriate**
Settings and Activities **Certifications**

Interpreters shall be certified as set forth below when interpreting for consumers involved in employment-related settings and activities, including but not limited to:

(A) Personnel
Activities . . . . . .Master/Adv/CDI

Interpreters shall be certified as set forth below when interpreting for consumers involved in personnel matters, including but not limited to:

1. Interview (including the explanation or negotiation of the employment contract and employment benefits.)
2. Hiring/firing
3. Discipline
4. Performance Appraisal

(B) Employment
Maintenance . .Master/Adv/Basic/CDI
1. Staff meetings
2. Employee/employer meetings
3. Safety workshops
4. Training/seminars/workshops
5. Union meeting

(C) Vocational
Training . . . .Master/Adv/Basic/App/CDI

Any training, course, or workshop designed to assist an individual to search, apply, and or qualify for employment, including but not limited to:

1. Job training
2. Job coach
3. Vocational counseling
4. Vocational assessment

(13) **Financial Settings and Activities** **Appropriate Certifications**

(A) Financial Settings and
Activities . . .Master/Adv/Basic/CDI

Real Estate, Insurance, Investments, and Loans. Meetings, consultations, and/or negotiations for the sale, purchase, or transfer of real estate, for the sale or purchase of insurance or investments, to obtain a loan from a financial institution, or other commercial lending business.

(B) Financial
Management . . . . . .Master/Adv/Basic/CDI
1. Credit counseling
2. Retirement
3. Tax preparation

(14) **Government Settings and Activities** **Appropriate Certifications**

(Federal, State, County, and Local) Interpreters shall be certified as set forth below when interpreting for consumers interacting with government agencies and districts:

(A) Administrative Proceedings/Hearings See section (8), above, regarding legal settings and activities . . . . . .Master/Adv/CDI

(B) Social Services . . . .Master/Adv/CDI
1. Any Division of Youth Services activity
2. Any Division of Family Services activity

(C) Public Meetings including but not limited to: . . .Master/Adv/Basic/CDI
1. Agency/board/commission/council meeting
2. Legislative assembly
3. Individuals meeting with a public official

(D) Benefits/ Services. . . .Master/Adv/Basic/CDI
1. Food stamps
2. Drivers' license testing
3. Welfare
4. Social Security
5. Unemployment benefits
6. Medicare/Medicaid

(E) Recreational/education
programs . . .Master/Adv/Basic/App/
Nov/CDI/LP
1. Federal and state parks
2. Missouri history
3. Conservation
4. Natural resources
5. Energy saver
6. Environment
7. Natural disaster awareness
8. Public awareness
9. Recreational activities
10. Any program or activity offered by a public entity to increase the public's awareness of government, safety, health, economics, appreciation, protection, etc.

(15) **Entertainment Setting** **Appropriate Certifications**

Interpreters shall be certified as set forth below when interpreting for consumers involved in entertainment settings and activities, including but not limited to:

(A) Performing
Arts . . .Master/Adv/Basic/App/CDI

Any type of performance but not limited to:

1. Theaters
2. Concerts
3. Comedy shows 4. Magic shows

(B) Social
Activities . . . .Master/Adv/Basic/App/
Nov/CDI/LP

Any other type of activity presented primarily for social or entertainment purposes, including
but not limited to:

1. Festivals
2. Fairs
3. Sight-seeing tours
4. Rodeos
5. Circuses
6. Carnivals
7. Amusement parks
8. Camps

(16) The Provisional Certification (aka Learner's Permit) (LP) has the following requirements and duties:

(A) The holder of the LP certification shall follow the skill level standards set forth in this rule and be under the direct supervision and observation of a qualified supervisor when providing interpreting services;

(B) Qualified supervisors must be licensed by the State Committee of Interpreters and hold current certification at one (1) of the following levels: MICS certification (Advanced, Master, CDI), RID (CSC, CI/CT, NIC, NIC Advanced, NIC Master), or NAD (levels 3, 4 or 5); and

(C) The holder of the LP certification shall maintain a log that includes the following for each event at which the LP holder interprets: date, location, description of the event, and the supervisor's printed name and signature. This log will be submitted to MCDHH every

three (3) months during the LP holder's certification period. MCDHH has the right to request the log at any other time during the LP Certification and the LP holder shall submit the log within ten (10) days of the request.

AUTHORITY: sections 209.292.1(5) and (8), RSMo Supp. 2013. Original rule filed Nov. 27, 1996, effective July 30, 1997. Amended: Filed April 17, 1998, effective Nov. 30, 1998. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed Feb. 7, 2005, effective Aug. 30, 2005. Emergency amendment filed Dec. 19, 2007, effective Jan. 1, 2008, expired June 28, 2008. Amended: Filed Dec. 19, 2007, effective June 30, 2008. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014. Amended: Filed April 29, 2016, effective Nov. 30, 2016.*

**Original authority: 209.292, RSMo 1994, amended 2002.*

5 CSR 100-200.175 Mentorship
(Rescinded March 30, 2002)

AUTHORITY: sections 209.292(5) and 209.295(5) and (8), RSMo 1994. Original rule filed Nov. 27, 1996, effective July 30, 1997. Rescinded: Filed July 26, 2001, effective March 30, 2002.

5 CSR 100-200.180 Grievance Procedure and Appeal Rights

PURPOSE: This rule outlines the grievance procedure and appeal rights for formal complaints against the Missouri certification process.

(1) Applicants for certification may file a grievance against the Missouri certification process by filing a complaint in writing with the Board for Certification of Interpreters (BCI) at the office of the Missouri Commission for the Deaf and Hard of Hearing (MCDHH) within thirty (30) days after the coordinator of the Missouri Interpreters Certification System (MICS) mails notice to the applicant of the applicant's certification evaluation results or of the denial of a certification to the applicant.

(A) All complaints must contain a detailed explanation of the reason(s) for the complaint, the full name, address, and telephone number of the person making the complaint, a statement of what action the complainant is requesting to be taken by the BCI and/or the MCDHH, and the written signature of the person making the complaint.

(B) Complaints may be filed by mail, by facsimile transmission followed by hard copy within ten (10) days of the transmission, or by other delivery to the MCDHH office.

(C) All complaints will be acknowledged in writing by the MICS coordinator within ten (10) days after being received.

(2) All complaints shall first be reviewed and evaluated by the BCI.

(A) At the direction of the BCI, or on his/her own initiative, the MICS coordinator shall contact the complainant and request any further information that is deemed necessary by either the coordinator or the BCI. The MICS coordinator or the BCI may also conduct an independent investigation of the issues raised in the complaint.

(B) The BCI shall evaluate the complaint and make a determination based on the facts of the situation.

(C) The person filing the complaint shall be notified in writing of the BCI's determination.

(D) Such notification shall inform the person filing the complaint of their right to appeal that decision to the MCDHH.

(3) Within thirty (30) days after the BCI mails notice of its determination to the person filing the complaint, the complainant may appeal the BCI's decision by filing a written request for review with the MCDHH.

(A) Any such appeal must contain a detailed explanation of the reason(s) for the appeal, the full name, address, and telephone number of the person making the appeal, a statement of what action the complainant is requesting to be taken by the MCDHH, and the written signature of the person making the appeal.

(B) Any such appeal may be filed by mail, by facsimile transmission followed by hard copy within ten (10) days of the transmission, or by other delivery to the MCDHH office.

(4) The MCDHH shall hold a hearing pursuant to the administrative procedures set forth in Chapter 536, RSMo, as such are adopted by section 621.135, RSMo.

(A) After a hearing, the MCDHH shall evaluate the appeal and make a determination based on the facts of the situation.

(B) The person filing the appeal shall be notified in writing of the MCDHH's determination.

(5) The complainant may file an appeal of the MCDHH's decision pursuant to section 536.100, RSMo, as such is adopted by section 621.135, RSMo. The MCDHH's notification to the complainant of its decision shall inform the complainant of his/her right to appeal that decision pursuant to section 536.100, RSMo.

(6) Information regarding formal complaints and appeals will be kept confidential by all members of the BCI, MCDHH, and staff of the MCDHH, insofar as confidentiality is required and allowed by law.

AUTHORITY: sections 209.292(13), RSMo Supp. 2003 and 209.295(8), 209.314 and 209.317, RSMo 2000. Original rule filed Nov. 27, 1996, effective July 30,*

1997. Rescinded and readopted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004.

**Original authority: 209.292, RSMo 1994, amended 2002; 209.295, RSMo 1994; 209.314, RSMo 1994; and 209.317, RSMo 1994.*

5 CSR 100-200.200 Enforcement
(Rescinded March 30, 2002)

AUTHORITY: section 209.295(8), RSMo 1994. Original rule filed June 29, 1996, effective Jan. 30, 1997. Amended: Filed May 14, 1997, effective Dec. 30, 1997. Rescinded: Filed July 26, 2001, effective March 30, 2002.

5 CSR 100-200.210 Reinstatement

PURPOSE: This rule establishes requirements for reinstatement in the Missouri Interpreters Certification System of certifications that have been suspended, revoked, or lapsed for failure to renew.

(1) The holder of a certification issued pursuant to sections 209.285 through 209.318, RSMo, whose certification has been suspended, or which has not been renewed because of noncompliance with the certification maintenance requirements detailed in 5 CSR 100200.130, may apply for reinstatement of his/her certification.

(2) All applicants for reinstatement must complete the necessary application form and pay the required fee(s) in order to be considered for reinstatement.

(3) Upon application, the certification of a person whose certification has been suspended shall be reinstated in full upon expiration of the suspension period, payment of the reinstatement fee, and satisfaction of all certification maintenance requirements during the period of suspension as specified in 5 CSR 100-200.130.

(4) The Board for Certification of Interpreters (BCI) will automatically reinstate the certification of any interpreter whose certification was not renewed for failure to comply with certification maintenance requirements upon evidence to the BCI of the following:

(A) Completion of two (2.0) Missouri Interpreters Certification System continuing education units for every applicable year as set forth in 5 CSR 100-200.130; and

(B) Payment of all required fees and penalties,which have not been paid previously, for any periods during which the applicant practiced interpreting while the applicant's certificate was suspended or not renewed.

(5) A person whose certification was not renewed because of failure to comply with certification maintenance requirements shall have a maximum of one (1) year from the date the renewal form was due to reinstate their certification. If such an interpreter's certification is not reinstated within one (1) year after the renewal deadline, then that interpreter must apply for their certification anew, and must follow the procedures for application (5 CSR 100-200.050), taking the written test (5 CSR 100-200.060) and taking the performance test (5 CSR 100-200.070).

(6) Any applicant for reinstatement will be notified in writing of the reinstatement decision.

AUTHORITY: section 209.292, RSMo Supp. 2013, and sections 209.295(2) and (8), RSMo 2000. Original rule filed Nov. 27, 1996, effective July 30, 1997. Rescinded and read- opted: Filed July 26, 2001, effective March 30, 2002. Amended: Filed Nov. 14, 2003, effective June 30, 2004. Amended: Filed Feb. 7, 2005, effective Aug. 30, 2005. Amended: Filed Jan. 28, 2014, effective Sept. 30, 2014.*

**Original authority: 209.295, RSMo 1994.*

5 CSR 100-200.220 Revocation

PURPOSE: This rule describes how an interpreter's certification may be revoked by the Board for Certification of Interpreters, and what an interpreter must do to regain certification after revocation.

(1) The Board for Certification of Interpreters may revoke an interpreter's certification in the Missouri Interpreters Certification System (MICS) if that interpreter engages in any of the actions specified in 209.317(1), RSMo.

(2) An interpreter shall be given written notice that his/her certification has been revoked, and shall be informed in that notice of their right to request a hearing to appeal the revocation decision.

(3) The board shall provide that any such hearing concerning revocation of a certificate shall follow administrative procedures for hearings as provided in Chapter 536, RSMo.

(4) If an interpreter's certification is revoked by the board, that interpreter cannot apply for reinstatement of their certification. Rather, they can only regain certification by beginning the certification process anew, and must follow the procedures for application (5 CSR 100-200.050), taking the written test (5 CSR 100-200.060) and taking the performance test (5 CSR 100-200.070).

(5) A person whose certification has been revoked must wait no less than one (1) year from the date of

revocation before they can again apply for certification.

AUTHORITY: sections 209.295(8), 209.317(2) and 621.135, RSMo 2000 and Chapter 536, RSMo 2000 and Supp. 2004. Original rule filed Feb. 7, 2005, effective Aug. 30, 2005.*

**Original authority: 209.295, RSMo 1994; 209.317, RSMo 1994; Chapter 536, please see Missouri Revised Statutes 2000 and Supp 2004; and 621.135, RSMo 1965.*