



Summary of Changes to the Compliance Requirements for Certified Court and Registered Interpreters.

Interpreters are no longer required to turn in paperwork detailing completion of thirty (30) hours of continuing education and forty (40) professional assignments that are required every two years.

The updated compliance requirements are found at: <https://www.courts.ca.gov/documents/CIP-Compliance-Requirements.pdf>

To submit your compliance requirements:

1. You are required to attest, under the penalty of perjury, that you fulfilled your compliance requirements by signing and dating the form, *Continuing Education and Professional Assignment Compliance Form for California Certified and Registered Court Interpreters* included the compliance packet. **(Please refer to your badge which indicates the year these compliance requirements are due)**
2. Check off all the boxes on the form to indicate you have: (1) completed your compliance requirements; (2) understand you may be subject to an audit and, (3) read the compliance requirements.
3. The form must be **signed** and received in our office by the date indicated on the form or you will be subject to late fees.
4. You **are required to** retain records for **five years** documenting completion of 30 hours of continuing education activities that have been approved for CIMCE by CIP, and of completion of 40 professional assignments. (Refer to section 1.2, *Maintenance of Records* in the compliance requirements)
5. Return the signed form along with your \$100 annual renewal fee before the due date indicated on the form.

I. Compliance Requirements for Certified Court and Registered Interpreters, what is new and different

On August 15, 2019, the Court Interpreters Advisory Panel approved changes to the *Compliance Requirements for Certified Court and Registered Interpreters*. The updated requirements:

- Have been reorganized for ease of use and clarity for both interpreters and providers of continuing education activities.

- Title of the updated compliance requirements indicate that the compliance requirements also pertain to education providers.
- Provide a clear distinction between interpreter requirements and requirements for education providers and/or interpreters teaching an education activity.
- Have an expanded table of contents with sub-headings so users can more easily access important information.
- Introduction added with an expanded purpose statement and definition of education.
- A *Summary Chart of Annual Renewal Requirements* is found in the compliance requirements, providing a summary what is required from interpreters and due dates.

The following chart outlines changes found in the compliance requirements.

Page number in Compliance Requirements	Key Changes Effective January 1, 2020
NA	<ul style="list-style-type: none"> • Interpreters are no longer required to submit hard copies of documentation demonstrating completion of CIMCE courses and professional assignments. • Interpreters will attest under the penalty of perjury to completion of all compliance requirements and may be subject to an audit. • Interpreters are now provided a form that must be returned with a signature attesting to completion of continuing education and professional interpreting assignments. • Note: Payment of the annual renewal fee is currently only accepted via personal check, money order or cashiers' check.
<p>Page 7</p> <p>3.0 Court Interpreter Minimum Continuing Education Requirements</p>	<p>Minimum Continuing Legal Education (MCLE) offered by the California State Bar is approved for Court Interpreter Minimum Continuing Education (CIMCE) without the need to apply for CIMCE. The interpreter must maintain records for five years verifying with the applicable MCLE or CIMCE number.</p> <p>Continuing education activities must have an assigned CIMCE number granted by:</p> <ul style="list-style-type: none"> • The Judicial Council of California, Court Interpreters Program; or • Other U.S. state courts or U.S. Administrative Office of the Courts; <p>or an assigned Minimum Continuing Education (MCLE) number granted by</p> <ul style="list-style-type: none"> • The California State Bar
<p>Page 9</p> <p>3.4 Activities Not CIP Approved for CIMCE</p> <p>Changes are bolded</p>	<p>The following bolded courses have been added to those coursed that are not eligible for CIMCE approval by CIP:</p> <ol style="list-style-type: none"> 1. Rating candidates for any state, federal, or Consortium for Language Access in the Courts court interpreter exam

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	<ol style="list-style-type: none"> 2. Developing any state, federal, or consortium court interpreter exam, or exam development for any profession 3. Attending in person or via distance learning classes that provide instruction on how to take and pass any state or federal court certification and/or registered court exam 4. Attending classes in person or via distance learning classes that provide instruction on how to take and pass any professional exam, and/or prepare one for any professional certification, licensing, or credentialing exam 5. Attending courses on brand development, marketing, running or building a business, or engaging in marketing or consulting activities 6. Performing self-directed research or publishing 7. Attending courses primarily based on works of fiction (novels, movies, podcasts) 8. Completing the same CIMCE-approved activity more than once within the same compliance period 9. Time spent doing homework 10. Attending or conducting activities unrelated to continuing education requirements <p>CIMCE credit is not guaranteed for participation in activities that are advertised as, or are a component of interpreter vacations, professional conferences, workshops, and trainings offered in a foreign country. Foreign travel per se, is not CIMCE eligible. We encourage interpreters to attend these activities only if the provider has obtained prior CIMCE approval from CIP.</p>
<p>Page 10 3.5 Computation of CIMCE Credit</p>	<p>The maximum allowed CIMCE hours granted per day may be approved for up to 8 hours, at the discretion of CIP for conferences or other educational activities. Note: Provided appropriate breaks or meals is included in the syllabus and is reasonable given the venue. The prior maximum allowed was 6 hours.</p>
<p>Page 13 6.0 Inactive Status</p>	<p>CIP no longer accepts annual renewal fees from inactive interpreters retroactively. Annual renewal fees for both active and inactive interpreters are due at the same time during the annual renewal cycle.</p>
<p>Page 19 11.0 Professional Conferences and Educational Activities Outside the U.S.</p>	<p>CIMCE applications submitted for professional conferences, including those held outside the U.S., as well as workshops and trainings held outside of the U.S. are <u>only guaranteed for approval if submitted by the provider</u> and approved for CIMCE by CIP. This will ensure that interpreters who attend these events will get their CIMCE credits and mitigate instances where courses may be denied on applications submitted by interpreters. This will guarantee that interpreters who</p>

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Appendix B Page 23	The list of professional assignments is expanded to include additional court related and other accepted professional assignments.

For questions, please contact Debbie Chong at 415-865-7596 or at debbie.chong@jud.ca.gov.

You may also email courtinterpreters@jud.ca.gov